



Pedro "Pete" M. Sanchez, Mayor
 Jane Day, Mayor Pro-Tem
 Sam Derting
 Michael J. Hudson
 Michael A. Segala

First and Third Tuesday
 Every Month

CITY OF SUISUN CITY

701 Civic Center Blvd.
 Suisun City, California 94585

Incorporated October 9, 1868

June 17, 2008

Honorable Mayor and Members of the City Council:

It is with great pleasure that we submit the Fiscal Year 2008-09 Annual Budget to you. The FY 2008-09 Budget is operationally a *status quo* budget. Given the current economic conditions facing both the private and public sectors, this is, relatively speaking, a good thing. The Council's conservative fiscal policies have positioned the City well to weather the current economic downturn. Unlike neighboring communities, we are not in a position--at this time--of having to cut positions and service levels, institute hiring freezes or, in the extreme, file for bankruptcy.

On the other hand, this is not to say that we are in a position to provide a full and complete level of service that one might find in another community or that may be desired. It may take longer to resolve a complaint about street lights or litter or graffiti or a pothole – but we are in a position to generally address such issues in a reasonable amount of time. We just have to work within our means.

The challenge that we, as a City, continue to face is this: How to generate an ongoing source of General Fund revenue to pay for core services to a community that has increasing demands and expectations - core services that include police, fire, streets, facility maintenance, graffiti removal, youth services, senior services, and recreation and community services. A challenge that is particularly significant and serious for any community that is a bedroom community like Suisun City.

New business attraction and retention is a critical element to meet this challenge and address both the short- and long-term fiscal health of our community. The budget before you continues the road map that Council has set over the past number of years to achieve just this. And progress is being made. Consider this:

- The Hampton Inn & Suites on the waterfront is under construction and scheduled for a spring 2009 opening. The hotel is projected to generate \$300,000 per year in hotel tax revenue – all of which goes to the General Fund.

DEPARTMENTS: AREA CODE (707)

ADMINISTRATION 421-7300 ■ PLANNING 421-7335 ■ BUILDING 421-7310 ■ FINANCE 421-7320
 FIRE 425-9133 ■ RECREATION & COMMUNITY SERVICES 421-7200 ■ POLICE 421-7373 ■ PUBLIC WORKS 421-7340
 REDEVELOPMENT AGENCY 421-7309 FAX 421-7366

- A major commercial project has been approved for Walters Road and State Route 12, with an expected opening in the winter of 2009-10. Annual sales tax revenues from the Wal-Mart component of the site alone are estimated to be \$500,000 per year. New jobs created are estimated to be 375 – as a minimum.
- Harbor Square, at the corner of Main and Solano, is under construction and scheduled for a November 2008 opening. The facility will provide 37,000 square feet of restaurant, retail and office uses.
- A number of new businesses have opened for business and more are being targeted as part of both Main Street West and other projects in various stages of development.

As these projects, among others, continue forward, we still face the realities of what's happening in the broader economy including a falling housing market and the residual impacts on other development activity. This brings us to the *status quo* nature of this budget cycle and three points that are important to make:

1. The General Fund budget before you is structurally balanced with a slight operating surplus of nearly \$50,000. This means that ongoing revenues are covering ongoing costs and that we are not relying on reserves to address ongoing operational needs (which, by the way, is not an unheard of approach during a limited-duration economic downturn). The structural operating surplus is calculated by subtracting ongoing expenditures from ongoing revenues.
2. The annual payment from the sale of the Twin Sisters property of \$400,000 is proposed to be allocated to the reserves – not ongoing operational expenses as was initially anticipated when this property was sold. Given the longer-term challenge facing the City because of our limited tax base, the sale of the Twin Sisters property was originally planned to be a bridge resource to cover ongoing operational expenditures until new revenue sources were realized from major commercial development in the works (i.e., the Wal-Mart project at Walters Road and Highway 12, the waterfront hotel, Main Street West and Trumark/Gentry, the latter which has been delayed due to the downturn of the housing market.) By placing this money in the reserves, it is available if the economic downturn becomes worse or prolonged or if the state government ends up turning to local governments to help bail it out of its budget crisis. (Note: There are two remaining Twin Sisters payments after FY 2008-09 that the City is due per the sales agreement.)
3. We are able to continue at an aggressive pace on a number of key projects and priorities despite the tight financial times, because of available non-General Fund monies including grants, development mitigations and strong redevelopment and housing set-aside funds.

Building upon the discussions with Council during the budget goal setting session held back in March, and the budget workshop held on May 20, 2008, staff has worked hard to

prepare work programs that will address the Council’s objectives and interests while recognizing current economic conditions. This, we believe, has been done in a fiscally prudent and effective manner.

The Council’s established goals and priorities--which were reaffirmed at the March budget goal setting session--serve as the foundation for this budget, and include:

1. Economic Development – *New business attraction/long-term fiscal health.*
2. Neighborhood Reinvestment – *Streets, residential rehab, related infrastructure.*
3. Public Safety – *Equipment replacement, technology enhancement.*
4. Recreation & Leisure Services – *Youth and building a sense of community.*
5. Strong Dedicated Workforce – *Striving to be competitive.*

As such, the FY 2008-09 budget presented for your review and consideration:

- Anticipates an ongoing General Fund operating surplus of just under \$50,000 after addressing many organizational needs and demands.
- Assumes conservative revenue forecasts given the uncertain nature of the economy. Specifically, in comparison to the FY 2007-08 Estimated budget:
 - Sales taxes are projected to remain virtually flat despite the potential for increased revenue tied to increasing gas prices (a trend that is occurring) statewide and new businesses that have located and/or are planning on locating downtown (i.e., California Sports Marine, Merchant and Main’s new *Suisun City Grill and Bar*, Subway, etc.).
 - Development related fees and permits have been reduced by roughly 8% and Property taxes by 2% recognizing the state of the building industry.
 - Transient Occupancy Taxes (the hotel tax) has gone from zero to \$75,000 to reflect three months of operation of the new waterfront hotel, which is actually targeted to open for four months of this budget year.
 - Intergovernmental revenues, which include the Vehicle License Fee (VLF) and Property Tax In-Lieu of VLF, are anticipated to grow by roughly 2%.
- Anticipates a General Fund reserve of \$2.9 million *AFTER* allocating \$2.4 million from the same for the Harbor Center street expansion project. As indicated earlier, this figure likewise includes the annual \$400,000 payment for the sale of the Twin Sisters property.

- Incorporates an aggressive Capital Improvement Program designed to address a wide variety of needs. New significant projects, as opposed to carry-over activities, include, among others:
 - \$1.2 million street improvement project including initial repairs and prep work at Gadwall Drive (multiple non-GF funding sources).
 - Acquisition of a new fire ladder truck that will ultimately be funded through new development (\$1.3 million – development mitigations).
 - Preparation of Pierce Island for dredging (underway) and physical dredging of the Marina and Whispering Bay, which goes out to bid late summer (\$955,000 from assessments and sewer district contributions).
 - Improvements and upgrades to Geopp Park through grants and park development fees (\$798,000 budgeted with bids expected to come in around \$530,000).
 - Construction of two major bikeway projects (\$4.1 million in grants).
 - Widening of Petersen Road in conjunction with the County and coordinated through STA (City share \$530,000 from impact fees).
 - Installation of emergency generator (\$250,000 from facility impact fees).
 - Maintenance of storm channels (\$85,000) and, through Storm Drainage Master Plan (\$75,000), identification and construction, if possible, of short- and long-term solution to drainage issues along Railroad Avenue near Worley Road.
 - Renovation of the Lawler House, Phase I (\$75,000 from RDA).
 - Enhanced parking along Solano and Kellogg Streets through stripping of one-way streets and diagonal parking (\$15,000 from RDA).
 - Upgrades to Senior Center drainage infrastructure (\$45,000 park facility development funds).
 - Vandal-proof renovations of restrooms at the North Basin (\$50,000 from RDA).
- Anticipates a continued strong and viable Redevelopment Agency that, with all nine RDA Funds combined, includes:
 - Beginning balance of nearly \$10.1 million and another \$18.5 million in resources after distributing \$5.3 million to other agencies in the form of pass-throughs.
 - Annual tax increment after pass-throughs to other agencies (excluding Housing Set-Aside funds) amounts to \$11.5 million.
 - Operating budget of \$2.7 million, debt service of \$5.8 million, major capital of \$11.3 million and \$8.3 million ending balance.

- Housing set-aside beginning balance of \$8.6 million and another \$3.7 million in new resources, of which \$3.4 million represents the annual 20% tax increment contribution and \$300,000 the use of money & property.
- Housing set-aside operating budget of \$9.1 million, which includes distribution of \$8.7 million to the housing capital projects fund and an ending balance of \$3.2 million.

Program initiatives to achieve the Council’s stated goals and priorities, which for the most part are continued from the current fiscal year, reflect primarily one-time monies from the General Fund, RDA or other special purpose funds and grants. Highlights of the more significant of these project and programs are organized by Department, with those funded outside the General Fund marked by a double asterisk (**).

<u>Department</u>	<u>Project/Program Activity</u>	<u>Amount</u>
City Manager	No proposed changes	\$0
Administrative Services	Property tax audit services	\$12,000
Police	Tactical Team – training and deployment	\$20,000
Fire	New Ladder truck **	\$1.1 M (CIP)
	Replace 1983 Command vehicle **	\$61,000 (CIP)
	Computer upgrades	\$10,000
	EOC laptops	\$9,000
Building	Replace servers	\$20,000
	Replace custodial vehicle **	\$17,100 (CIP)
	Continue Temp Clerical	\$37,500
	Continue Temp Custodial	\$30,000
Community Development	No proposed changes	\$0
Public Works	Motorized rollup doors **	\$10,000 (CIP)
Recreation & Community Svcs.	Continue weekend special events **	\$50,000
	Continue after school at Dan O. Root	\$40,000
	Continue Quality of Life grants	\$ 5,000
	Enhanced Christmas events **	\$15,000
Economic Development	Neighborhood Revitalization Program **	\$50,000
	Commercial Façade Imp. Program **	\$50,000
	Regional marketing campaign **	\$100,000
	Waterfront District destination signage **	\$50,000
	Bank participation loan program **	\$300,000
Housing	First-time homebuyer program **	\$4.4 M
	Continental Apt. rehabilitation **	\$3.6 M

For more detailed and expanded information on what's been presented in this budget message, key sections of the budget document to consider spending more time with include:

- **Section B – Budget Overview**, which provides an Executive Summary of the FY 2008-09 Annual Budget with an emphasis on the General Fund and Redevelopment Agency. A comprehensive summary of revenue and expenditure trends is presented, as well as a summary of major service refinements to the departmental operating budgets. This section ends with an outline of all ten sections of the budget document and what's contained in each.
- **Section C - Department Operating Budgets**, which includes program and staffing organization charts; departmental accomplishments, goals, work programs and service refinements; and supporting expenditure, staffing and funding data.
- **Section D – Major Capital Improvement Program**, which includes a listing of major capital improvement projects for both the City and Agency; the same listing of projects cross sorted by funding source and project category; and a more detailed description and timing schedule for each individual project.

With the focus on next year and so many programs and projects that are happening because of the effort made over the past several years, it would be remiss to overlook the significant accomplishments of the past year. Highlights include:

- Harbor Square (and the courtyard plaza) is under construction and on schedule for a November 2008 opening.
- The waterfront hotel is under construction with a spring 2009 targeted opening date.
- A major commercial project has been approved for Walters Road and State Route 12 (the EIR and supporting documents exceeded 1,600 pages!).
- 71 street segments were refurbished through the FY 2007-08 street maintenance program, and up to 34 more of our worst streets will be under construction and repair this summer with the \$1.2 million cobbled together in the FY 2008-09 budget.
- Overlay work was completed at Chipman Lane this past year, and similar efforts will be initiated to address Gadwall Drive issues in the upcoming street maintenance program.
- Safety improvements were initiated and work continues at Sunset and Railroad Avenues – a joint \$3.8 million project with the City of Fairfield.

- Traffic circulation enhancements were initiated downtown by punching Harbor Center through as a public street between Lotz Way and Driftwood Drive, along with streetscape improvements on both sides of Lotz Way and Driftwood Drive.
- New street signs have been replaced throughout the City to enhance visibility for public safety response.
- The inaugural year of our neighborhood reinvestment program turned out to be a smashing success – nearly all of the \$100,000 in matching grant money allocated to this program has been used with close to the same amount of money invested from the private sector.
- First-time home buyer programs have been designed and approved by Council and the Agency Board to partner with the private sector in addressing the negative impacts of the high foreclosure rates California and our region is experiencing, while working to build velocity in the movement of new, smaller home designs in the downtown area – the former a direct result of our Foreclosure Task Force.
- Community events now fill virtually every weekend from Memorial Day through Labor Day.
- A highly successful after-school program was initiated at Dan O. Root II elementary school.
- The new Library has its grand opening scheduled for the last week in June – a project that has been in the works for well into a decade.
- A number of new businesses have opened for business and more are being targeted as part of both Main Street West and other developments in various stages of progress.
- BRIDGE is processing applications for new tenants at Cottonwood Creek – its newest project - which should have families moving in before the fiscal year is up.
- Through the implementation of three-year contracts with both the SCPOA and SCEA, we are moving closer to our policy objective of 90% of the market for nearly two-thirds of our workforce.

This brief summation of the accomplishments of the past year barely does justice to the efforts of our Team. I encourage you to all delve into the individual departmental budgets (**Section C**), where staff has identified departmental accomplishments and goals, as well as the specific departmental/division work programs for the coming year.

In closing, special thanks to Ron Anderson, Assistant City Manager/Administrative Services Director, and Mark Joseph, Financial Services Manager, for taking the lead on pulling this year's budget together. Other staff members that warrant special thanks and appreciation include Elizabeth Luna, Alysa Majer, Donna Pock, and Anita Alvarez.

Alysa Majer especially stepped up to the plate this year, moving us closer and closer to a more formalized and longer-term capital improvement program. Not only has she provided us all with a more comprehensive listing of capital project all in one place, but she has cross referenced these projects by type of project and funding sources. She likewise served as a tremendous resource to both Ron and me as arcane questions arose as the budget document started to come together – as we all go through the exercise of trying to ask ourselves the questions we think you might ask as you review this document.

Although not obvious to the reader of this huge document, Mark Joseph is skillfully moving us closer and closer to a more fully automated budget system. A major step made this budget cycle is the automatic-manual link between MOMs (our accounting software program) and the budget data base. The fact that last minute adjustments were being made to the numbers just days before production, illustrates the value of automated and linked programs (something we have not had the luxury of in the past!) Mark has made tremendous progress this year. We likewise went through a lot of “clean-up” by refining and streamlining our Chart of Accounts (which are outlined and defined in **Section I** of the budget document.)

I also want to thank our Management Team Members and their staffs. I've said it for each of the last three budgets that I've been involved with since I came to the City in 2005 and I'll say it again: Given the financial constraints that we work under, we all understand that we still have a significant distance to travel before we are able to provide the highest level of service that we know we are capable of providing. But regardless, it is refreshing to work with a team that understands the big picture and is willing to be patient in addressing pent-up demands and needs until the City's financial position stabilizes and solidifies. Once again, “Staff gets it.” I continue to be personally honored to be a part of this organization.

We look forward to your review and consideration of this budget.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Suzanne Bragdon', with a long horizontal flourish extending to the right.

Suzanne Bragdon
City Manager

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

CITY COUNCIL

Pedro “Pete” M. Sanchez, Mayor

Jane A. Day, Mayor Pro Tempore

Sam Derting, Councilmember

Mike Hudson, Councilmember

Michael A. Segala, Councilmember

CITY MANAGER

Suzanne Bragdon

ELECTED OFFICERS

Linda Hobson, City Clerk

Jeanie McMurry, Treasurer

MANAGEMENT TEAM

Ronald C. Anderson, Jr., Assistant City Manager

Ed Dadisho, Police Chief

Mike O’Brien, Fire Chief

Dan Kasperson, Chief Building Official

Heather McCollister, Community Development Director

Fernando Bravo, Public Works Director

Mick Jessop, Recreation & Community Services Director

Jason Garben, Economic Development Director

Mark Joseph, Financial Services Manager

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CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

BUDGET GUIDELINES

The FY 2008-09 Annual Budget document has been formatted as a *fiscal planning* document rather than *accounting* document. The Budget Guidelines section provides the “roadmap” that was used to develop the FY 2008-09 Annual Budget for the City, Redevelopment Agency, and Housing Authority. It is presented in three subsections that are as follows:

- **Budget Document Format** – This subsection describes the budget document format, as well as several new features.
- **Budget Objectives** – This subsection describes the City Council objectives that were incorporated into the proposed FY 2008-09 Annual Budget.
- **Financial Policies** – This subsection presents a proposed compendium of financial policies assembled into one document to make it easier to refer to and rely upon these City Council policies. They are the same policies previously adopted by the City Council.

The following table is provided to assist the reader in understanding the organization of the FY 2008-09 Annual Budget:

<u>Section Title</u>	<u>Section Letter</u>
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Budget Overview	B
Department Operating Budgets	C
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BUDGET GUIDELINES

BUDGET DOCUMENT FORMAT

The FY 2008-09 Annual Budget document format is essentially the same as last year's budget document. This subsection will describe the overall organization, as well as some of the changes that have been incorporated.

FY 2008-09 Annual Budget

The FY 2008-09 Annual Budget document can best be described as a *fiscal planning* document. It is organized by the services that are being provided (operating, capital, or other activities) within an organizational context. The **benefits** of this format are as follows:

- A *new* feature is an overall budget summary. (Please see the B Section.)
- The FY 2008-09 Annual Budget document identifies each department's operating program budgets and aggregates them in one location in the budget document. (Please see the C Section.)
- It compares these department program budget costs with their funding sources on one page.
- It identifies a work program for each operating division, so that the Council and community may know what services they are "buying" for FY 2008-09.
- It identifies the primary proposed changes from the current fiscal year budget.
- It displays the capital improvement program (CIP) in one area of the budget. The Public Works Department primarily delivers this work program, so this facilitates CIP implementation. A *new feature* is the presentation of the CIP over a five-year period. The CIP includes a capital project page for each project that is proposed for funding in FY 2008-09. Each page describes the project, the current status, what is proposed to be accomplished in FY 2008-09, as well as the funding sources and uses over the life of the project. In addition, a City-wide site orientation map has been prepared. (Please see the D Section.)
- The Cash Position Summaries Section displays each City, Agency, and Authority fund in a consistent format to analyze the changes in: revenue collection; expenditures for operating, capital, and debt service; as well as amounts set aside for reserves and contingencies. In addition to changes in revenues and expenditures over a four-year period, these cash position summaries also show changes in fund balances and descriptions for each fund. (Please see the F Section.)
- It also provides the line-item detail that is used to start up the accounting system for the coming fiscal year. This information is sorted by revenues or expenditures within funds. (Please see the G Section.)
- The Staffing Detail Section summaries staffing. (Please see the H Section.)
- In addition, a chart of accounts is provided to assist department staff members in "coding" expenditure transactions to ensure that these transactions accurately reflect what the expenditure is and that it is being charged to the benefiting program. (Please see the I Section.)

BUDGET GUIDELINES

BUDGET OBJECTIVES

At the **February 19, 2008** City Council meeting, the **Mid-Year Fiscal Review** was presented. The summary of this review was as follows:

- The fiscal health of the General Fund is stable but not growing.
- Ongoing revenues were projected to exceed ongoing expenditures (structural surplus) by only 4,800, which is down from the adopted budget structural surplus of nearly \$420,000.
- General Fund reserves were projected to be reduced \$5.5 million to \$4.5 million.
- Significant revenue generation opportunities are on the horizon through 2010.

On **March 4, 2008**, a **goal-setting workshop** was conducted for the FY 2008-09 Annual Budget. The following City Council Objectives were identified:

- Continue the enhanced after-school programming and quality of life grants.
- Begin a program to refurbish the Senior Center.
- Continue the School Resource Officer program if possible.
- Continue Emergency Preparedness efforts.
- Continue enhanced Special Events programming.
- Reserve Twin Sisters funding for local street repairs, but do not fund in the coming year.
- Engage in cooperative efforts with the City of Fairfield and the Fairfield-Suisun Sewer District regarding drainage improvements at Railroad and Sunset.
- Address drainage issues citywide.
- Acquire fire ladder truck to serve the hotel and big box commercial projects to be funded by those projects.
- Pursue the conversion of Humphrey and Almond Gardens to non-profit operation.
- Develop plans/projects to refurbish the Lawler House and evaluate alternative uses such as: BID/Visitors Center/Museum/History Center.
- Continue the process of designing and constructing gateway monument signage.
- Acquire property tax analysis software to ensure full receipt of revenues due to the City and Agency.
- Continue funding for citywide organizational development.
- Consider enhancing public access to City services.
- Wait until there is a development plan for the Southern Waterfront.
- Continue Clean-Up Days.
- Look at alternatives for updating the General Plan.

Based on this direction, staff prepared a draft budget and presented it at the **FY 2008-09 Annual Budget Workshop** on **May 20, 2008**. The Council provided feedback during the workshop and budget proposals designed to implement the Council's feedback are found throughout the document.

BUDGET GUIDELINES

FINANCIAL POLICIES

The cornerstone of municipal financial management is a sound policy that sets forth guidelines in the areas of revenues, operating expenditures, investments, reserves, financial reporting, capital improvements and budgeting. Consistent with federal and state statutes, generally accepted accounting standards and the Government Accounting Standards Board, it is appropriate for the City Council, Redevelopment Agency and/or Housing Authority to adopt financial and investment policies. Annually staff will review the financial policies of the City, Agency, and Authority; and it will propose changes as it deems appropriate for consideration by the City Council, Redevelopment Agency, and/or Housing Authority. A resolution setting forth the proposed Financial Policies is included in the Resolutions (J Section) of this Budget document. The proposed Financial Policies are as follows:

Budget Policies

- The City Manger will provide a proposed Annual Budget to the City Council no later than June 1st of each year, and the City Council will review and adopt an Annual Budget no later than June 30th of each year for the following fiscal year.
- The City's budgetary system will be integrated and compatible with the accounting system, and the Annual Budget will be prepared on a basis in conformance with Generally Accepted Accounting Principles (GAAP).
- The Mid-Year Budget Review will be presented during the month of February of each year. It will include the current status of revenue collections and budget expenditures, economic trends and state budget impacts, as well as any proposed amendments the to current year budget.
- Annually, the City may seek the CSMFO Award of Excellence for Municipal Budgeting, as well as the GFOA Certificate of Achievement for Distinguished Budget Presentation Award.
- Annually, the City's Comprehensive Annual Financial Report (CAFR) will be prepared by an independent auditor in accordance with Government Auditing Standards issued by the Comptroller General of the United States.
- Annually, the City may seek the GFOA Certificate of Achievement for Excellence in Financial Reporting.

BUDGET GUIDELINES

Resources

Resources are defined as revenues collected during one fiscal year, as well as resources carried over from prior years. Revenues may be ongoing or one-time in nature, but resources from prior years are always one-time in nature. The following policies shall apply to resources:

- One-time resources will be used for one-time expenditures or enhancement of reserves.
- All revenue forecasts will be conservative.
- City staff will prepare regular reports for the City Council that compare actual revenue collections with budgeted revenues.
- The City should avoid using one-time resources to fund ongoing municipal services, except as provided below.
- All potential grants shall be carefully reviewed for matching and/or maintenance-of-effort requirements.
- Intergovernmental grants will be evaluated to determine the long-term operating and maintenance costs associated with the grant.

Expenditures

Expenditures are payments made to employees, vendors, or contractors supplying goods or services to the City. Except in the case of a public emergency, all expenditures must be made consistent with appropriations approved the City Council in the Annual Appropriation Resolution.

- City staff will prepare regular reports for the City Council's information that compare budget appropriations with actual expenditures.
- When new operating programs or capital projects are proposed, staff will provide the City Council with an analysis of the one-time and ongoing costs associated with the program or project.
- With the exception of initial expenditures for the creation of new programs, or during periods of economic distress that result in reductions in local revenues or state funding for municipal activities, or to "bridge" when future known ongoing resources are certain, all ongoing costs for operating programs should be paid for from ongoing revenues.

BUDGET GUIDELINES

Reserves

The City's priorities for the utilization of reserves are as follows:

- The use of reserves for a *one-time* expenditure that generates *ongoing* cost savings or cost avoidance.
- The use of reserves for a *one-time* expenditure that generates *ongoing* revenue enhancements.
- The use of reserves for a *one-time* expenditure that leverages the expenditure of significant public or private investment in the City by other entities.
- The use of reserves to offset shortfalls in the collection of revenues.
- The use of reserves to offset unanticipated increases in expenditures for current programs or projects.

General Fund Contingencies & Reserves

Emergency Reserve - The City Council hereby establishes a Emergency Reserve of not less than 25% of the current fiscal year General Fund operating budget net of Transfers to Other Funds or Agencies. The specific purpose of the Emergency Reserve is to provide funding to meet operational appropriation requirements in the event that the City experiences shortfalls in the collection of General Fund revenues or major unanticipated increases in expenditures. Any transfer of funds from the Emergency Reserve may only be made upon City Council approval of an amendment to the Annual Appropriation Resolution.

General Contingency - The City Council hereby establishes a General Contingency. The specific purpose of the General Contingency is to provide funding to meet operational appropriation requirements in the event of minor or routine unanticipated increases in expenditures. Any transfer of funds from the General Contingency may only be made upon City Council approval of an amendment to the Annual Appropriation Resolution. The General Contingency will be equal to total General Fund reserves less the Emergency Reserve.

BUDGET GUIDELINES

Appropriation Transfer Authority

The following criteria establish appropriation transfer authority as set forth in the Annual Appropriation Resolution:

- With the exception of Personnel Services and Travel & Training line items that require City Manager approval, transfers between line items in the same program may be made by department heads.
- Transfers between programs in the same fund may be made by department heads with City Manager approval.
- Transfers between department budgets within the same fund may only be made by the City Council.
- Transfers between different funds may only be made by City Council.

Capital Improvement Plan

- Annually, City staff will propose a capital improvement plan covering the next five fiscal years. The plan will recommend specific funding of projects for the next three years, and identify projects for further consideration in years four and five.
- The Capital Improvement Plan will include a listing of projects for future consideration by the City Council. Such projects will be those which are determined to merit further study, but lack funding sources.
- Capital improvements will include all equipment over \$5,000 with a useful life over five years. Facilities that have a useful life of longer than 20 years or that can be considered a “betterment” will be considered for inclusion in the Capital Improvement Plan. A “betterment” is defined as an improvement that extends the life of the original improvement by at least one-third of the original service life.
- Capital improvement projects will be reviewed to determine the best method of financing the project. City Council will determine whether the project will be funded on a “pay-as-you-go” basis or with a debt instrument.
- The City will continue imposing development impact fees that ensure that a new development pays its fair share of the increase service capacity.

BUDGET GUIDELINES

Fiscal Management

- It is the City's policy to minimize the subsidization by the general taxpayer of the costs of services provided to the public that are of specific benefit, rather than general benefit. The City Council shall annually consider establishing specific cost-recovery policies related to such costs to be reflected in the Master Fee Schedule.
- In addition, community facilities districts (CFD), maintenance assessment districts (MAD), and parking assessment districts (PAD) will be used to offset 100 percent of zone costs for maintenance of public improvements that serve new developments, and 80 percent of eligible general City services allocable to new developments.
- Consistent with the State Constitution, charges for services will not exceed the cost reasonably borne to deliver those services. Costs reasonably borne may include direct and in-direct costs, as well as reasonable reserves or amortization of equipment associated with the provision of the services.
- The City will annually review the Master Fee Schedule to insure that each user fee is reflective of its intended cost-recovery percentage, and will revise the fees as needed or revise the cost-recovery percentage.
- Whenever required by bond indentures, the City will determine whether debt service coverage ratios are being met. Whenever coverage ratios are not being met, staff will recommend rate increases or expenditure reductions or some combination of the two in order to meet coverage ratios.

Investments

- The City will continue to have a written investment policy approved by City Council resolution annually. The policy for investments in priority order is safety, liquidity and yield.
- The City Council will receive reports on the cash position and performance of City investments on a quarterly basis.

Capital Assets

- Future maintenance needs for all new capital facilities will be fully costed out.
- All equipment and facility maintenance needs for the next five years will be projected and updated annually.
- All assets will be maintained at a level that protects the capital investment and minimizes future maintenance costs.

BUDGET OVERVIEW

The B Section of the FY 2008-09 Annual Budget serves as an Executive Summary to the budget document with an emphasis on the General Fund and Redevelopment Agency. Beginning with the General Fund, areas addressed in the Budget Overview include:

- General Fund structural analysis.
- Revenues including ongoing and one-time resources.
- Expenditures including general salary/benefit increases and new departmental requests (i.e., new positions, equipment, studies and service enhancements).
- Reserves.

With respect to the Redevelopment Agency, the Budget Overview highlights:

- Tax increment revenue before and after Agency pass-throughs.
- Agency and Housing Set-Aside funds.
- Resources and Use of Resources for (1) all Agency Funds combined and (2) by the nine individual funds that make up the RDA budget.
- Major operating programs and capital projects.

The Budget Overview concludes with a brief description of the information contained in each of the ten sections of the budget document.

BUDGET OVERVIEW

GENERAL FUND

Areas addressed include the structural analysis of the General Fund, ongoing and one-time revenues & resources, adjustments to expenditures (general increases and new requests) and reserves.

Structural Analysis of the General Fund

The FY 2008-09 budget is operationally a status quo budget. Given the current economic conditions facing both the private and public sector, this is, relatively speaking, a good thing. In spite of the status quo nature of this budget cycle, it is important to recognize that the FY 2008-09 General Fund still enjoys a structural operating surplus of nearly \$50,000. The structural operating surplus is calculated by subtracting ongoing expenditures from ongoing revenues. The projected surplus of nearly \$50,000 means that we are not relying on reserves to address ongoing operational needs (which would be a reasonable possibility during a limited-duration economic downturn).

As reflected in the summary table below, this operating surplus of nearly \$50,000 is the result of:

- Ongoing FY 2008-09 revenues of \$9.62 million.
- Less ongoing FY 2008-09 expenditures of \$9.57 million.

A more detailed discussion of revenues, expenditures and reserves follows thereafter.

General Fund Structural Analysis			
	FY 06/07 Actual	FY 07/08 Estimated	FY 07/08 Recommend
Revenues & Transfers	\$11,157,450	\$10,025,557	\$10,130,500
LESS One-time	<u>(1,758,577)</u>	<u>(549,413)</u>	<u>(514,300)</u>
Total Ongoing Revenue	\$9,398,873	\$9,476,144	\$9,616,200
Expenditures	\$9,288,925	\$11,391,416	\$11,979,800
LESS One-time	<u>(877,664)</u>	<u>(2,219,974)</u>	<u>(2,410,300)</u>
Total Ongoing Costs	<u>\$8,411,261</u>	<u>\$9,171,442</u>	<u>\$9,569,500</u>
Structural Surplus/(Imbalance)	\$987,612	\$304,703	\$46,700

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

BUDGET OVERVIEW

Revenues

Total anticipated revenues for FY 2008-09 amount to \$10.1 million. With a beginning balance of \$4.7 million, this results in total anticipated resources for FY 2008-09 of \$14.9 million. The following table provides a summary of anticipated revenue for FY 2008-09 by revenue category, as well as historical data from FY 2006-07.

General Fund Revenues				
	FY 06/07 Actual	FY 07/08 Amended	FY 07/08 Estimated	FY 08/09 Recommend
Property Taxes	\$1,088,239	\$1,219,800	\$1,113,073	\$1,089,700
Local Taxes	2,007,540	1,943,000	1,804,712	1,878,200
Licenses & Permits	577,197	510,700	413,000	384,000
Fines & Forfeitures	263,535	256,000	166,626	129,000
Use of Money & Property	1,277,836	1,293,800	1,303,367	1,261,500
Intergovernmental Revenue	2,660,055	2,740,300	2,823,338	2,876,600
Intragovernmental Revenue	2,488,126	1,810,200	1,778,440	1,821,200
Charges for Services	766,153	1,001,900	600,026	656,200
Other Revenues	28,769	26,200	22,976	34,100
Total Revenues & Transfers	\$11,157,450	\$10,801,900	\$10,025,557	\$10,130,500

Given the current economic climate, key revenue sources linked to consumer spending, new development and the housing market have been analyzed conservatively for the coming year. As indicated:

- **Property Taxes** are estimated at roughly 2% below the FY 2007-08 Estimated, and approximately 10% below the FY 2006-07 Amended Budget.
- **Local taxes** include sales taxes, property tax in-lieu of sales taxes, franchise taxes and transient occupancy taxes. As a combined revenue category, these revenues are projected to decline by 3% in comparison to the FY 2007-08 Estimated Budget, and increase by a modest 4% over the FY 2007-08 Amended Budget. Most of this increase (i.e., \$75,000), is from new TOT revenue tied to the planned opening of the new waterfront hotel in spring 2009. Sales tax forecasts have remained flat even though an argument could be made that higher gas prices could translate into increased sales taxes, as is occurring at the state level. By not increasing these latter forecasts, we have an additional cushion against the unknown.

BUDGET OVERVIEW

- **Licenses & Permits** are anticipated to decrease by nearly 7% from the anticipated FY 2007-08 Estimated budget and nearly 25% from the FY 2007-08 Amended budget, with **Charges for Services** expected to follow suit (down 9% from FY 2007-08 Estimated and nearly 35% from FY 2007-08 Amended). These decreases are based, primarily, on conservative forecasts of new residential and commercial development expected to be constructed in the new fiscal year.
- Adjustments for **Fines and Forfeitures** reflect, primarily, accounting changes that transfer Vehicle Fines to a new Traffic Safety Fund, as required by state law. Roughly 50% of these monies get transferred back to the Police Department, with the balance going to the Gas Tax Fund.
- **Use of Money & Property** is projected to decrease by roughly 2% to 3% in comparison to FY 2007-08 Amended and Estimated, respectively. This category does include \$400,000 from the sales of the Twin Sisters property. The reduction in this revenue source is tied to declining interest rates (i.e., just over 3% versus last year's projection of 4%), and a reduction in GF monies on hand.
- **Intergovernmental Revenue**, which includes the Vehicle License Fee (VLF) and Property Tax In-Lieu of VLF, is anticipated to grow by roughly 2% over the FY 2007-08 Estimated and nearly 5% over the FY 2007-08 Amended.
- **Intragovernmental Revenues** is projected to see a slight increase of 2% over FY 2007-08 Estimated and roughly 1% over Amended.

Overall, total revenues are anticipated to increase by nearly \$105,000 when compared to the FY 2007-08 Estimated Budget. In comparison to the FY 2007-08 Amended Budget, total revenues are anticipated to decrease by roughly \$670,000 – a sign of current economic conditions. (NOTE: The Estimated Budget is staff's latest and most accurate assessment of where revenues and expenditures will be by June 30, 2008. As we get closer to the end of the fiscal year, staff's forecast of both revenues and expenditures becomes tighter and more likely in line with what is most likely to occur, as compared with the same type of forecasts made over a year ago.)

Expenditures

The Proposed General Fund operating costs for the FY 2008-09 Annual Budget amount to \$10.1 million. As indicated in the summary table on the following page, this includes:

- \$9.6 million for ongoing operating costs, which include personnel services, services & supplies and interdepartmental charges.
- \$602,900 for one-time, non-recurring expenditures.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

BUDGET OVERVIEW

General Fund Expenditures			
	FY 06/07 Actual	FY 07/08 Amended	FY 08/09 Recommend
Personnel Services	\$5,871,227	\$6,998,400	\$7,025,500
Services & Supplies	2,256,380	2,406,569	2,048,900
Interdepartmental Charges	300,135	491,500	409,600
Non-Recurring Costs	229,987	695,431	602,900
Total Operating Costs	\$8,657,729	\$10,591,900	\$10,086,900

When comparing the FY 2008-09 Recommended to the FY 2007-08 Amended, the overall reduction in operating costs is \$480,000. Significant adjustments (up and down) that are reflected in this change include:

- A minimal increase is reflected for merit adjustments, PERS, health insurance premiums, and the increase in the minimum wage. As indicated in the above table, the overall increase in Personnel Services from the Amended to Recommended budget is less than \$30,000. Part of this is from salary and benefit savings realized in the current year from vacant positions.
- Of the \$480,000 overall reduction indicated for total operating costs, \$400,000 is from the annual payment for the sale of the Twin Sisters property. In the current fiscal year, this money was programmed. In the proposed budget, this money is recommended to go into the General Fund Reserve.
- Interdepartmental charges have been reduced by roughly \$80,000. This reflects the one-time spike in investment made for the GIS system in FY 2007-08.
- Non-recurring costs, which include monies for one-time items such as equipment purchases, temporary staffing tied to temporary workload spikes, special studies, GIS implementation, and the like, is estimated at roughly \$600,000, which is nearly \$95,000 less than the FY 2007-08 Amended Budget.

The following table summarizes the most significant of these one-time requests, which are included in the recommended budget. Items that reflect expenditures from other than the General Fund are noted with an asterisk (note “*” items). In broad categories, these one-time expenditures include:

- | | |
|---------------------------|-----------|
| • Minor Capital | \$ 94,500 |
| • Travel/Training | 169,900 |
| • One-time Studies | 126,000 |
| • Litigation | 50,000 |
| • Operating Contingencies | 162,500 |

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

BUDGET OVERVIEW

For a more comprehensive review of the proposed FY 2008-09 Annual Budget, please refer to C Section that presents the detailed operating budgets by Department/Division. Included therein are all service enhancements by department/division including both ongoing and one-time requests that are new to the FY 2008-09 budget.

Major Service Enhancements Proposed FY 2008-09 Budget			
Department	Request	Amount (** Non-GF)	One-Time/ Ongoing
Economic Development	Neighborhood Revitalization Program – Matching Grants/beautification/recognition	\$50,000 **	One-Time
	Business façade improvement program	\$50,000 **	One-Time
	Suisun City regional marketing and branding campaign (business development)	\$100,000 **	One-Time (initiation)
	Enhance Waterfront District Visibility & Destination Development	\$50,000 **	One-Time
	New and existing business development loan program (20% buy-down of approved bank loans)	\$300,000 **	One-Time
Housing	First-Time Home buyer program (foreclosures/new product downtown)	\$4.4 million **	One-Time
Planning	Housing Element Update	\$50,000 carry-over **	One-Time
Building Inspection/IT/Maint.	Senior Center Upgrades – Grease Trap	\$45,000**	One-Time (CIP)
	Lawler House Improvements (Phase I)	\$75,000 **	One-Time
	Bathroom enhancements (north Marina)	\$50,000 **	One-Time
	Replacement of various computer servers	\$20,000	One-Time
	Replacement of custodial vehicle	\$17,100 **	One-Time
	Continue with FT Temp Clerical to support cross use of Bldg Inspection staff to Construction Inspection (a potential savings of upwards of \$60,000)	\$37,500	One-Time
	Continue with FT Temp Custodial support	\$30,000	One-Time
Public Works	3 new Dump Bed Trailers w/hydraulic life	\$30,000 **	One-Time
	Motorized roll-up doors (Corp Yard)	\$10,000**	One-Time
	Parking enhancement (Kellogg/Solano – one way striping)	\$15,000 **	One-time
Recreation	Increased weekend programming – Friday concerts, 1 st Saturdays, Sunday Jazz concerts	\$50,000**	Approved Mid Year
	Continue afterschool programming at Dan O. Root II Elementary School	\$40,000	One-Time

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

BUDGET OVERVIEW

Major Service Enhancements Proposed FY 2008-09 Budget			
Department	Request	Amount (** Non-GF)	One-Time/ Ongoing
	“Quality of Life” Non-Profit Grants (match grant program)	\$5,000	One-Time
	Enhanced Christmas Programming	\$15,000**	One-Time
Police	Tactical Team – Training and deployment (search & arrest warrant service; parole – probation checks; officer assists)	\$20,000 (\$5k equipment/ \$15k OT)	One-Time
	Two Community Clean-up Days	\$20,000** (top end)	Ongoing
Fire	New ladder truck & equipment (tied to new development)	\$1.1 million **	One-Time
	Replace Command Vehicle	\$61,000 **	One-Time
	Computer upgrades	\$10,000	One-Time
	EOC Laptop Computers	\$ 9,000	One-Time
Finance	Property tax audit service (similar to HDL’s sales tax audit)	\$12,000**	One-Time
Non-Departmental	Fuel/Energy Operating contingency	\$50,000	One-Time

A final note when reviewing historical information involving operating costs: The numbers shown in the initial summary table on Page B-5 do not include “transfers out” that have been handled in the past two budgets through what is referred to as “negative revenues”. To account for these transfers in a manner that is more in line with our accounting and auditing practices, Transfers are now shown in “Section E - Other Activities” of the budget document. Transfers Out for FY 2006-07 were \$472,427; FY 2007-08 Amended, \$769,100; and FY 2008-09 Recommended, \$332,900.

Reserves

Three components provide the comprehensive picture of the General Fund: revenues & resources, expenditures and reserves. The proposed FY 2007-08 Annual Budget contains total reserves of \$2.9 million *AFTER* allocating \$2.4 million from the GF reserves for Harbor Center expansion project. This figure likewise includes the annual \$400,000 payment for the sale of the Twin Sisters property.

With projected reserves of \$5.6 million in the original FY 2007-08 budget, the pre-Harbor Center project figure of \$5.3 million tracks well considering the number of major initiatives completed in FY 08.

BUDGET OVERVIEW

REDEVELOPMENT AGENCY

Areas to be addressed include revenues & resources, expenditures (operating and capital) and ending balances for the Recommended Redevelopment Agency FY 2008-09 Annual Budget. This includes nine individual Funds including:

- Fund 900 – Administration
- Fund 905 – Housing Set Aside
- Fund 908 – Asset Management
- Fund 912 – Acquisitions
- Fund 920 – Capital
- Fund 950 – Tax Increment/Debt Service
- Fund 951 – 1998 Bonds
- Fund 953 – 2003A Bonds
- Fund 966 – Housing Capital.

Individual Cash Position Summaries for each fund are presented in Section F of the budget document. These include information for the recommended FY 2008-09 budget, as well as historical information going back to FY 2006-07. Detail for the recommended Combined Agency Budget follows below, with the same information provided thereafter by individual Fund.

Resources and Use of Resources: All Funds Combined

The table below provides detailed revenue, expenditure and reserve information for the recommended FY 2008-09 budget year for all Agency Funds combined.

Redevelopment Agency FY 2008-09 Budget All Funds Combined		
Beginning Balance		\$10,076,300
Resources:		
	Local Taxes	-\$40,000
	Licenses and Permits	0
	Fines & Forfeitures	0
	Use of Money & Property	573,400
	Intergovernmental	0
	Charges for Services	2,500
	Intragovernmental Transfers	16,491,200
	Miscellaneous Revenues	660,700
	Subtotal:	\$18,587,800
	TOTAL RESOURCES	\$28,664,100

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

BUDGET OVERVIEW

Redevelopment Agency FY 2008-09 Budget All Funds Combined		
Use of Resources:		
Personnel Services		\$1,156,400
Services & Supplies		619,900
Interdepartmental Transfers		495,800
Non-Recurring		204,600
Transfers Out		176,400
	Operating Subtotal:	\$2,653,100
Debt Service		\$5,833,600
Major Capital		11,257,200
	Non Operating Subtotal:	\$17,090,800
	Ending Balance	\$8,306,300
	TOTAL USE OF RESOURCES	\$28,050,200

As indicated, total FY 2008-09 Agency revenues and resources are anticipated to be approximately \$28 million for all funds combined. With a beginning balance of roughly \$10.1 million, this results in total anticipated resources for the Agency of \$18.5 million *after* distributing \$5.3 million to other Agencies in the form of pass-throughs. Annual tax increment after pass-throughs to other agencies (excluding Housing Set-Aside funds) amounts to \$11.5 million.

On the following page, the same information is presented by individual Agency Fund, however, adjustments have not been made to avoid double counting in the cases where money from one RDA Fund is transferred to another RDA Fund (as was the case when looking at the combined fund summary presented above, which zeroed out tax increment and the beginning balance from Fund 950, and “transfers out” from Fund 905 (Housing Set Aside) and Fund 950 (Tax Increment/Debt Service)).

Major operating programs and capital projects incorporated in this figures include:

Operating Programs		Housing Programs	
Economic Dev. Admin.	\$1.3 million	First-Time Homebuyer	\$4.4 million
Asset Management	159,700	Continental Apts. Rehab.	3.6 million
Code Enforcement	163,200	Humphrey/Almond Assess.	150,000
Events (RDA Contribution)	431,000	Neighborhood Reinvest.	50,000
Capital Projects			
ADA Compliance	\$ 40,000	Bus. Dev./Loan Support	\$300,000
Downtown Blight Removal	100,000	Façade Improvement	50,000
Monument Signage	230,000	Lawler House (Phase I)	75,000
Regional Mktg. Campaign	100,000	Bathroom Rehab (Basin)	50,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

BUDGET OVERVIEW

Destination Signage	\$ 50,000	Parking (Solano/Kellogg)	\$ 15,000
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RDA FY 2008-09 ANNUAL BUDGET BY FUND

Fund Name/Tag	900 Admin	905 Hsg Set Aside	908 Asset Mgmt	912 Acquisition	920 Capital	950 Increment	951 1998 Bonds	953 2003 A Bonds	966 Hsg Capital
Beg Balance	\$259,100	\$8,614,100	\$2,600	\$856,300		\$5,110,800	\$87,200	\$234,600	\$22,400
Local Taxes		-40,000				16,850,000			
Licenses & Permits									
Fines & Forfeitures									
Use of Money/Prop.	12,500	300,000	71,900	2,000		183,000	2,000	2,000	
Intergovernmental									
Charges for Services	2,500								
Intragovernmental	1,025,800	3,400,000	114,900		\$2,919,200	816,300			8,215,000
Misc. Revenues	500					660,200			
Subtotal	\$1,941,300	\$3,660,000	\$186,800	\$2,000	\$2,919,200	\$18,509,500	\$2,000	\$2,000	\$8,215,000
TOTAL RESOURCES	\$2,200,400	\$12,274,100	\$189,400	\$858,300	\$2,919,200	\$23,620,300	\$89,200	\$236,600	\$8,237,400
Personnel	\$913,600	\$242,800							
Services & Supplies	446,700	63,900	\$106,900			\$2,400			
Interdepartmental	431,500	39,100	25,200						
Non-Recurring	149,100	1,500						\$54,000	
Transfers Out		8,707,300	27,600			13,867,400	\$89,200	59,600	
Operating Subtotal	\$1,940,900	\$9,054,600	\$159,700			\$13,867,400	\$89,200	\$113,600	
Debt Service						\$5,833,600			
Major Capital					\$2,919,200			\$123,000	\$8,215,000
Non Oper. Subtotal					\$2,919,200	\$5,833,600		\$123,000	\$8,215,000
Cont./Reserves									
Ending Balance	\$259,500	\$3,219,500	\$29,700	\$858,300	\$0	\$3,916,900	\$0	\$0	\$22,400
TOTAL USE OF RESOURCES	\$2,200,400	\$12,274,100	\$189,400	\$858,300	\$2,919,200	\$23,620,300	\$89,200	\$236,600	\$8,237,400

BUDGET OVERVIEW

SECTIONS OF THE BUDGET DOCUMENT

The previous sections provided an overview of major components of the General Fund and Redevelopment Agency. The detail data supporting these summaries are contained throughout the balance of the FY 2007-08 Annual Budget document, which is organized into ten major sections.

Highlights of what can be found, as well as where it can be found is presented in the following table:

OVERVIEW OF SECTIONS OF THE BUDGET DOCUMENT		
Section	Section Title	General Content
A	Budget Guidelines	<ul style="list-style-type: none"> • Changes to the budget document format. • Strategic initiatives to guide budget development. • Financial policies.
B	Budget Overview	<ul style="list-style-type: none"> • Executive summary of the FY 2007-08 budget with an emphasis on the GF and RDA. • Overview summary of the content of the budget sections.
C	Department Operating Budgets	<ul style="list-style-type: none"> • Program and staffing organization chart. • Departmental accomplishments. • Departmental goals. • Department/division work program. • Department/division service refinements. • Supporting expenditure, staffing and funding data.
D	Major Capital Improvement Program	<ul style="list-style-type: none"> • City and RDA major capital projects. • Funding summary. • Projects by fund. • Projects by category. • Project descriptions & project schedules.
E	Other Activities	<ul style="list-style-type: none"> • Internal Service funded activities. • Debt Service activities. • Contingencies. • Transfer to other Funds or Agencies.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

BUDGET OVERVIEW

OVERVIEW OF SECTIONS OF THE BUDGET DOCUMENT		
Section	Section Title	General Content
F	Cash Position Summaries	<ul style="list-style-type: none"> • Resources and Use of Resources summarized for all individual Funds.
G	Revenue & Expenditure Detail	<ul style="list-style-type: none"> • Revenue and expenditure line item detail organized by Fund.
H	Staffing Detail	<ul style="list-style-type: none"> • Staffing history by Department. • Staffing history by job classification.
I	Chart of Accounts	<ul style="list-style-type: none"> • Description of the City's accounting & budgeting structure. • Accounting classification structure. • Organization of funds. • Dept/Division/Program codes. • Revenue accounts. • Expenditure accounts.
J	Budget Resolutions	<ul style="list-style-type: none"> • City Annual Appropriation Resolution. • Agency Annual Appropriation Resolution. • Housing Authority Annual Appropriation Resolution. • Master Fee Schedule Resolution. • Salary Resolution. • Gann Limit Resolution.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

DEPARTMENT OPERATING BUDGETS

The C Section of the FY 2008-09 Annual Budget provides information for all of the department operating budgets. The following table will assist the reader in locating specific departments:

Department Operating Budgets.....	C – 1
Citywide Organization.....	C – 5
City Council.....	C – 7
City Clerk	C – 11
City Treasurer.....	C – 19
City Manager.....	C – 23
Administrative Services.....	C – 29
Police.....	C – 41
Fire.....	C – 53
Building.....	C – 63
Community Development.....	C – 75
Public Works.....	C – 85
Recreation & Community Services.....	C – 97
Non-Departmental.....	C – 117
Economic Development.....	C – 119

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

DEPARTMENT OPERATING BUDGETS

The following funding sources have been used to fund expenditures in the various department budgets. In the case of the General Fund, the amounts have been broken down between General Fund Support and General Fund Cost Recovery. General Fund Cost Recovery means those activities for which fees are charged to recover the costs.

<u>Funding Sources</u>	<u>FY 05/06</u>	<u>FY 06/07</u>	<u>FY 07/08</u>	<u>FY 08/09</u>
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
10 Net General Fund Support	\$ (3,959,229)	\$ (2,499,721)	\$ (160,900)	\$ (43,600)
10 General Fund-Cost Recovery	\$ 11,702,696	\$ 11,157,450	\$ 10,386,800	\$ 9,707,300
25 Asset Forfeiture	\$ 5,329	\$ -	\$ 17,900	\$ 6,100
26 Police Donations	\$ -	\$ 14,848	\$ 25,100	\$ 15,700
105 Gas Tax	\$ 602,069	\$ 744,382	\$ 718,600	\$ 513,900
Var. Solid Waste Diversion Funds	\$ 23,456	\$ 23,326	\$ 184,400	\$ 153,100
142 Boating Safety Grant	\$ 13,088	\$ 46,610	\$ 49,800	\$ 51,200
150 BJA Safety Equipment Grant	\$ 2,025	\$ 4,519	\$ 4,000	\$ -
152 School Resource Officer Grant	\$ 48,315	\$ 57,157	\$ 77,400	\$ 71,300
153 Supplemental Law Enf. Svcs. Grant	\$ 100,744	\$ 103,079	\$ 102,000	\$ 90,000
158 ATOD Grant	\$ 64,024	\$ 86,277	\$ 88,900	\$ 63,700
159 OTS Gr-AL0462	\$ 31,193	\$ -	\$ -	\$ -
162 Click-it or Ticket Grant	\$ -	\$ 14,172	\$ -	\$ -
163 OTS Grant PT0805	\$ -	\$ -	\$ 222,400	\$ 241,400
171 Proposition 49 After-School	\$ -	\$ 53,027	\$ 44,100	\$ 110,000
185 Sewer Maintenance	\$ 110,317	\$ 169,074	\$ 208,900	\$ 248,800
190 Storm Drain & Flood Channel Maint.	\$ 216,690	\$ 144,670	\$ 178,500	\$ 180,900
301 YMCA Capital Maintenance	\$ 861	\$ 5,103	\$ 48,800	\$ 25,600
Var. Maintenance Assessment Districts	\$ 838,592	\$ 1,003,386	\$ 1,070,000	\$ 866,100
460 Hwy 12 Landscaping Contract	\$ 38,813	\$ 48,990	\$ 40,500	\$ 50,000
507 SSWA-City Activity	\$ 495,910	\$ 544,255	\$ 415,100	\$ 423,200
705 Vehicle Maintenance	\$ 115,938	\$ 159,170	\$ 170,700	\$ 125,500
706 Vehicle Acquisition	\$ -	\$ 8,400	\$ -	\$ 19,800
710 Computer Network Maintenance	\$ 76,514	\$ 112,093	\$ 172,600	\$ 160,000
715 Liability Self-Insurance	\$ 25,495	\$ 23,341	\$ 245,000	\$ 220,000
721 Recreation Trust Fund	\$ 20,415	\$ 24,290	\$ 89,400	\$ 13,400
750 Workers Comp. Self-Insurance	\$ 236,271	\$ 250,207	\$ 327,200	\$ 331,200
765 Unemployment Self-Insurance	\$ 1,179	\$ 3,164	\$ 5,000	\$ 20,000
900 RDA Administration	\$ 1,599,753	\$ 1,610,479	\$ 1,861,700	\$ 1,940,900
905 RDA Housing Set-Aside	\$ 246,780	\$ 281,261	\$ 533,700	\$ 387,300
907 RDA Almond Gardens	\$ 314,503	\$ 240,109	\$ 252,000	\$ 252,000
908 RDA Asset Management	\$ 113,048	\$ 101,973	\$ 138,700	\$ 132,100
909 RDA Marina Operations	\$ 240,217	\$ 274,733	\$ 325,800	\$ 308,700
912 RDA Acquisition & Disposition	\$ 17,573	\$ 13	\$ -	\$ -
919 Marina Fuel	\$ 84,583	\$ 83,336	\$ 94,500	\$ 91,500
932 HA Section 8 Operating	\$ 2,899,252	\$ 2,967,516	\$ 3,031,800	\$ 2,700,000
937 HA HOME Rehabilitation Loan	\$ (1,970)	\$ -	\$ -	\$ 76,600
945 HA Administration	\$ -	\$ -	\$ 2,300	\$ 344,000
974 RDA Harbor Theater	\$ 1,600	\$ 6,615	\$ 30,000	\$ 16,700
Total Resources	\$ 16,326,044	\$ 17,867,304	\$ 21,002,700	\$ 19,914,400

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

DEPARTMENT OPERATING BUDGETS

The department operating budgets are displayed below. The first table displays these costs by department. The second table displays these costs by expenditure category (object). For more information about expenditure objects and accounts, please see page F – 4 and Section I (Chart of Accounts) in general.

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Department Operating Budgets</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
City Council	\$ 96,353	\$ 100,446	\$ 124,400	\$ 145,700
City Clerk	\$ 50,521	\$ 73,941	\$ 59,200	\$ 85,700
City Treasurer	\$ 16,386	\$ 17,705	\$ 18,800	\$ 19,300
City Manager	\$ 146,613	\$ 180,222	\$ 197,500	\$ 198,100
Administrative Services	\$ 947,672	\$ 1,099,503	\$ 1,294,600	\$ 1,249,100
Police	\$ 4,101,921	\$ 4,657,521	\$ 5,330,500	\$ 5,267,700
Fire	\$ 649,048	\$ 806,181	\$ 1,057,300	\$ 947,600
Building	\$ 647,635	\$ 818,427	\$ 1,159,400	\$ 1,027,400
Community Development	\$ 3,412,601	\$ 3,368,181	\$ 3,533,200	\$ 3,548,700
Public Works	\$ 2,505,296	\$ 2,872,157	\$ 3,456,200	\$ 2,887,600
Recreation & Community Services	\$ 1,763,105	\$ 1,995,063	\$ 2,470,600	\$ 2,278,300
Non-Departmental	\$ 472,722	\$ 433,033	\$ 424,900	\$ 394,100
Economic Development	\$ 1,516,171	\$ 1,444,924	\$ 1,876,100	\$ 1,865,100
Total Department Operating	<u>\$ 16,326,044</u>	<u>\$ 17,867,304</u>	<u>\$ 21,002,700</u>	<u>\$ 19,914,400</u>
<u>Operating Budgets By Object</u>				
Personnel Services	\$ 6,879,882	\$ 7,898,180	\$ 9,363,200	\$ 9,542,900
Services & Supplies	\$ 7,415,556	\$ 7,614,734	\$ 7,904,769	\$ 7,466,200
Interdepartmental Charges	\$ 1,728,965	\$ 1,897,109	\$ 2,140,700	\$ 1,790,900
Non-Recurring Costs	\$ 301,641	\$ 457,281	\$ 1,594,031	\$ 1,114,400
Total Operating By Object	<u>\$ 16,326,044</u>	<u>\$ 17,867,304</u>	<u>\$ 21,002,700</u>	<u>\$ 19,914,400</u>

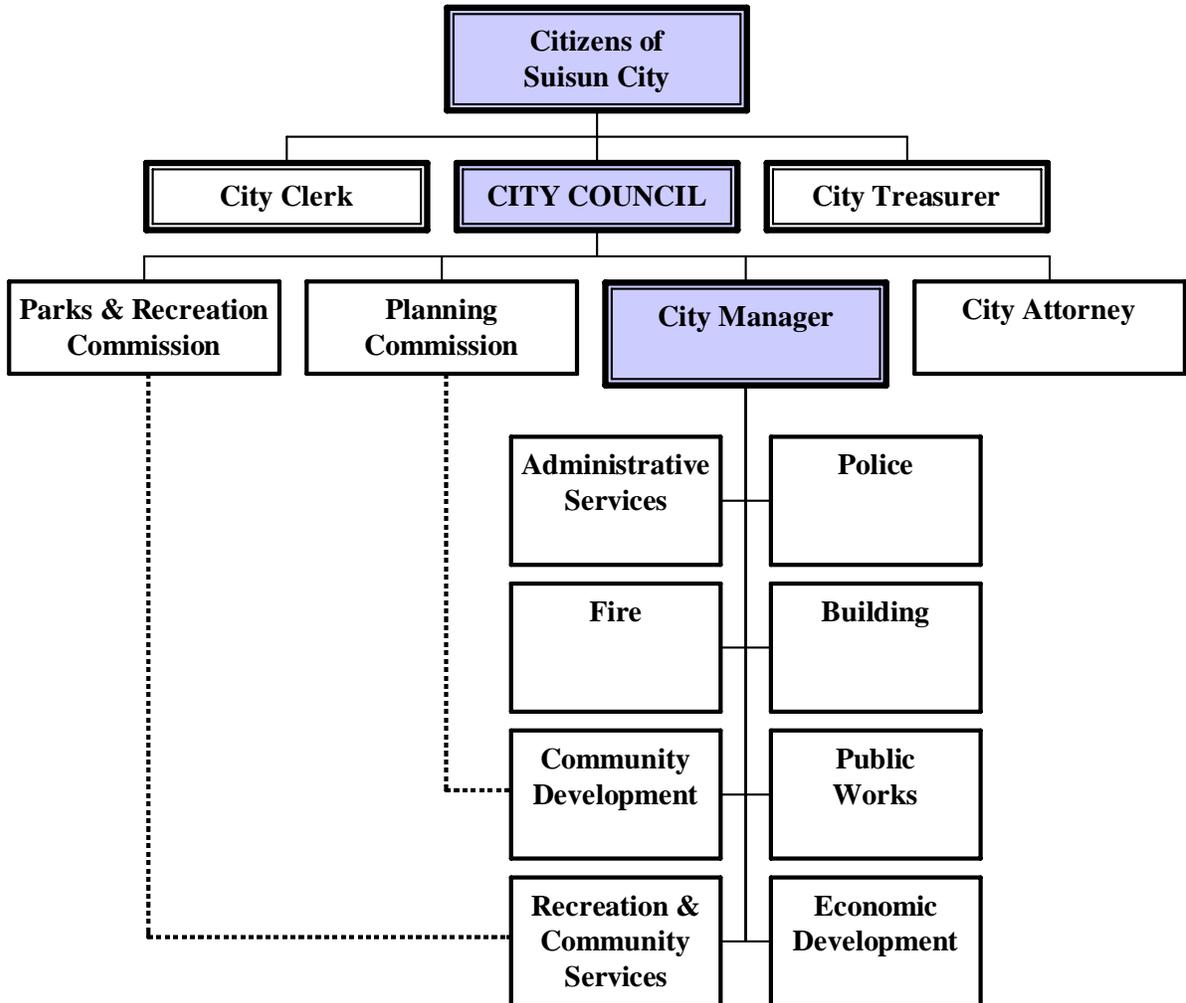
CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

DEPARTMENT OPERATING BUDGETS

The C Section of the FY 2008-09 Annual Budget provides information for the entire department operating budgets. The following information is provided for each department:

- **Department Description** – An overall description of each department and its services is provided for each department.
- **Organization Chart** – An organize chart displaying a combination of staffing relationships and functional relationships is presented for each department.
- **Department Expenditure Summary** – The expenditures for each department are displayed by division, as well as by expenditure category (object of expenditure).
- **Department Resource Summary** – The resources that fund the various expenditures is displayed for each department.
- **Department Staffing Summary** – Department staffing is summarized by division and by job class.
- **FY 2007-08 Department Achievements** – The achievements of each of the major departments is provided for the current fiscal year.
- **FY 2008-09 Department Goals** – The goals for each department for the coming fiscal year are provided.
- **Division Summaries** – Summaries are provided for each division that include a division description, division budget by object, division budget by program, total division staffing, the FY 2008-09 work program, and the FY 2008-09 proposed service refinements. This section is intended to facilitate policy decision making by highlighting the work program for each division, as well as any significant changes in expenditures or staffing.

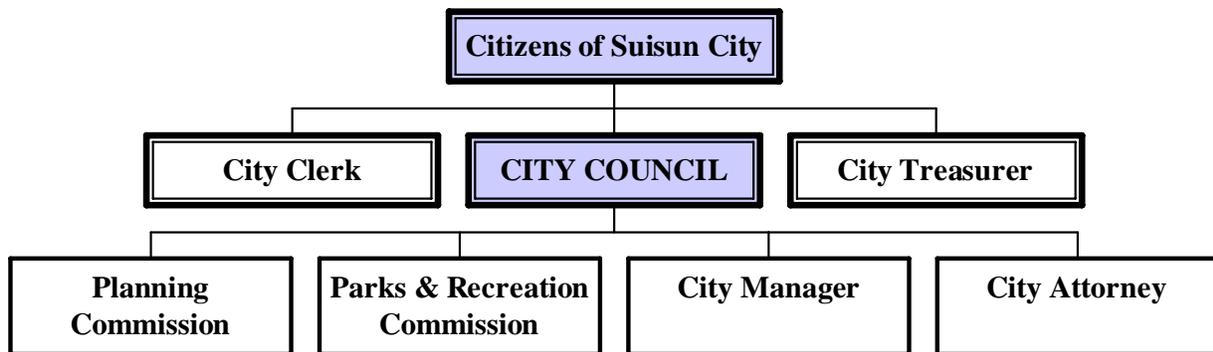
CITYWIDE ORGANIZATION



NOTES

CITY COUNCIL

CITY COUNCIL



CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

CITY COUNCIL

Department Summary **City Council**

Department Expenditure Summary

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Cost By Division</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
City Council	\$ 96,353	\$ 100,446	\$ 124,400	\$ 145,700
Total Department Costs	<u>\$ 96,353</u>	<u>\$ 100,446</u>	<u>\$ 124,400</u>	<u>\$ 145,700</u>

Cost By Object of Expenditure

Personnel Services	\$ 67,336	\$ 89,797	\$ 106,000	\$ 127,200
Services & Supplies	\$ 22,418	\$ 6,866	\$ 5,700	\$ 5,800
Interdepartmental Charges	\$ -	\$ -	\$ -	\$ -
Non-Recurring Costs	<u>\$ 6,599</u>	<u>\$ 3,783</u>	<u>\$ 12,700</u>	<u>\$ 12,700</u>
Total Department Costs	<u>\$ 96,353</u>	<u>\$ 100,446</u>	<u>\$ 124,400</u>	<u>\$ 145,700</u>

Department Resource Summary

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Funds</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
010 Net General Fund Support	\$ 96,353	\$ 100,446	\$ 124,400	\$ 145,600
010 General Fund-Cost Recovery	\$ -	\$ -	\$ -	\$ 100
Total Resources	<u>\$ 96,353</u>	<u>\$ 100,446</u>	<u>\$ 124,400</u>	<u>\$ 145,700</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

CITY COUNCIL

Department Summary
Fund No.: 010

City Council
Division No. 1010

The City Council is the legislative body of the City. It is comprised of a Mayor and four Councilmembers, all elected at-large to serve staggered four-year terms. The City Council makes all policy determinations through the enactment of ordinances and resolutions, and determines how the City will expend funds by annually approving the City's operating and capital budgets. The City Council appoints the City Manager and City Attorney, as well as members of the public to the various City boards and commissions.

Members of the City Council sit as the Board of Directors of the City's Redevelopment Agency and Housing Authority. Members of the City Council also sit as members of the Fairfield-Suisun Sewer District (along with the Fairfield City Council) and the Suisun Solano Water Authority (along with members of the Solano Irrigation District). Individual members of the Council represent the City by sitting on a number of regional boards and commissions, as well as boards and policy committees of the League of California Cities.

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Staffing By Division</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
City Council	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
Total Staffing By Division	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>

Staffing By Job Class

Elected Staff:

Mayor	1.00	1.00	1.00	1.00
Councilmember	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Total Staffing By Job Class	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>

CITY COUNCIL

Department Summary
Fund No.: 010

City Council
Division No. 1010

FY 2008-09 Work Program

- Provide community leadership guiding the management and policy direction of the City organization.
- Establish policies which enrich the unique quality of life for residents, businesses and visitors, while operating within the fiscal constraints of the community.
- Establish policies and programs that support the long-term fiscal health of the community including economic development, new business development and business retention.
- Promote community involvement through active participation and support of City boards, commissions, committees and task forces.
- Increase awareness of Suisun City through citizen outreach and interaction with other governmental organizations and with businesses.
- Develop organizational goals and objectives cooperatively with City Manager.

FY 2007-08 Proposed Service Refinements

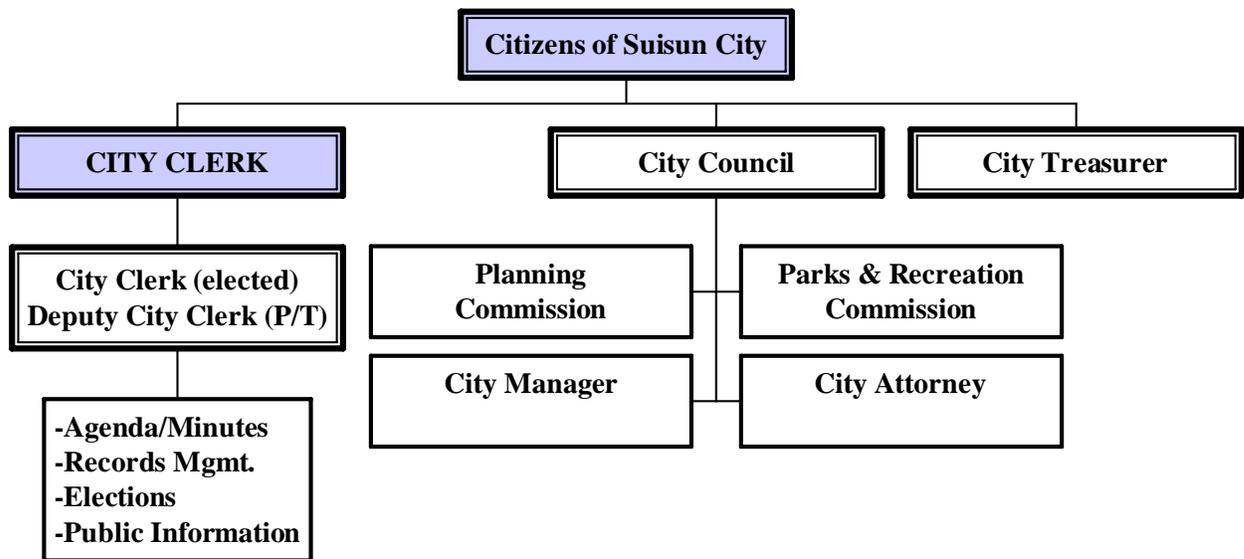
**Cost/
(Savings)**

None.

CITY CLERK

The City Clerk is an elected official and is responsible for preparing meeting agendas and minutes, recording and maintaining records of all Council/Agency/Authority actions, filing public notices, and maintaining public records, documents and files. The City Clerk also serves as the Elections Officer for the City, including responsibility for all FPPC filings. The City Clerk is a historical and State-mandated role, serving as the custodian of the City Seal and the legal records for the municipal organization.

CITY CLERK



CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

CITY CLERK

Department Summary **City Clerk Department**

Department Expenditure Summary

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Cost By Division</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
City Clerk	\$ 50,521	\$ 73,941	\$ 59,200	\$ 85,700
Total Department Costs	<u>\$ 50,521</u>	<u>\$ 73,941</u>	<u>\$ 59,200</u>	<u>\$ 85,700</u>

Cost By Object of Expenditure

Personnel Services	\$ 43,635	\$ 48,049	\$ 51,500	\$ 52,500
Services & Supplies	\$ 1,471	\$ 3,345	\$ 4,400	\$ 4,700
Interdepartmental Charges	\$ -	\$ -	\$ -	\$ -
Non-Recurring Costs	\$ 5,415	\$ 22,547	\$ 3,300	\$ 28,500
Total Department Costs	<u>\$ 50,521</u>	<u>\$ 73,941</u>	<u>\$ 59,200</u>	<u>\$ 85,700</u>

Department Resource Summary

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Funds</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
010 Net General Fund Support	\$ 49,908	\$ 69,677	\$ 59,100	\$ 81,600
010 General Fund-Cost Recovery	\$ 613	\$ 4,264	\$ 100	\$ 4,100
Total Resources	<u>\$ 50,521</u>	<u>\$ 73,941</u>	<u>\$ 59,200</u>	<u>\$ 85,700</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

CITY CLERK

Department Summary	City Clerk Department			
	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Staffing By Division</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
City Clerk	<u>1.35</u>	<u>1.30</u>	<u>1.59</u>	<u>1.30</u>
Total Staffing By Division	<u>1.35</u>	<u>1.30</u>	<u>1.59</u>	<u>1.30</u>
 <u>Staffing By Job Class</u>				
Permanent Staff:				
Sec. to CM/Deputy City Clerk	<u>0.35</u>	<u>0.30</u>	<u>0.30</u>	<u>0.30</u>
Total Permanent Staff	<u>0.35</u>	<u>0.30</u>	<u>0.30</u>	<u>0.30</u>
Temporary Staff:				
City Clerk (Elected)	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Temporary Staff	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Staffing By Division	<u>1.35</u>	<u>1.30</u>	<u>1.30</u>	<u>1.30</u>

CITY CLERK

Department Summary

City Clerk Department

FY 2007-08 Department Achievements

- Posted agendas, and prepared agenda packets and minutes for regular and special meetings of the City Council, Redevelopment Agency and Housing Authority in a timely and effective manner.
- Implemented new software program that allows for the easy filing and retrieval of audio recordings of all City Council, Redevelopment Agency and Housing Authority meetings.
- Indexed minutes, resolutions and ordinances for all actions of the Council, Agency and Authority during FY 2007-08 to ensure easy computer access and retrieval.
- Processed “Conflict of Interest” forms for Councilmembers, members of appointed boards and commissions, and applicable City and Agency staff.
- Provided timely information regarding prior actions of the Council/Agency/Authority to Council/Agency/Authority members, staff and the general public, where appropriate.

CITY CLERK

Department Summary

City Clerk Department

FY 2008-09 Department Goals

- Provide timely and accurate public information.
- Administer community elections consistent with State law.
- Provide agenda support for all public meetings as required.
- Index Council/Agency/Authority minutes, resolutions and ordinances for computer access and retrieval.
- Index audio recordings of all Council, Agency and Authority meetings.
- Maintain record retention schedules.
- Process and distribute agenda packets according to timelines.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

CITY CLERK

Division Summary	City Clerk			
Fund No.: 010	Division No. 1020			
<u>Division Budget By Object</u>	FY 05/06	FY 06/07	FY 07/08	FY 08/09
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
Personnel Services	\$ 43,635	\$ 48,049	\$ 51,500	\$ 52,500
Services & Supplies	\$ 1,471	\$ 3,345	\$ 4,400	\$ 4,700
Interdepartmental Charges	\$ -	\$ -	\$ -	\$ -
Non-Recurring Costs	\$ 5,415	\$ 22,547	\$ 3,300	\$ 28,500
Total Division Costs	<u>\$ 50,521</u>	<u>\$ 73,941</u>	<u>\$ 59,200</u>	<u>\$ 85,700</u>
 <u>Division Budget By Program</u>				
City Clerk	\$ 50,345	\$ 54,161	\$ 59,200	\$ 60,500
Elections	\$ 176	\$ 19,780	\$ -	\$ 25,200
Total Division Costs	<u>\$ 50,521</u>	<u>\$ 73,941</u>	<u>\$ 59,200</u>	<u>\$ 85,700</u>

CITY CLERK

FY 2008-09 Work Program

- Coordinate the local consolidated November 2008 election with County Elections staff; provide information and support to local candidates including collection and maintenance of required filings and paperwork.
- Continue to prepare for regular and special meetings of the Council, Agency and Authority including posting agendas; preparing and distributing Agenda packets; and taking minutes and maintaining official records of Council, Agency and Authority actions.
- Continue to process “Conflict of Interest” forms for Council/Agency/Authority members, members of appointed boards and commissions, and applicable City and Agency staff.
- Continue to provide timely information regarding prior actions of the Council/Agency/Authority to Council/Agency/Authority members, staff and the general public, where appropriate.

FY 2008-09 Proposed Service Refinements

**Cost/
(Savings)**

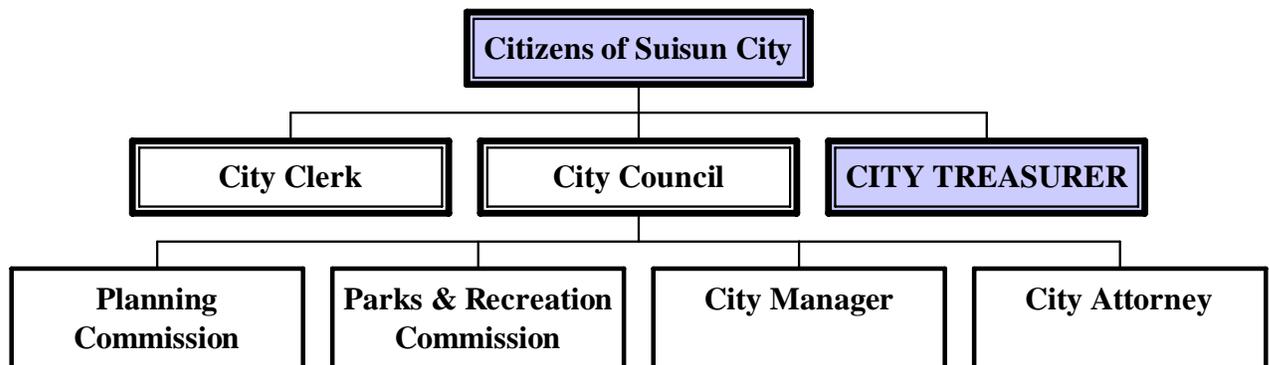
- Estimated costs for consolidated November 2008 election involving four races: Two City Councilmembers, the City Clerk and the City Treasurer. This does not include monies potentially necessary for a special election. \$25,000

NOTES

CITY TREASURER

The City Treasurer is an elected official, responsible for the administrative oversight of the City's cash and investments, consistent with established City policies and State law. The City Treasurer works closely with the Assistant City Manager/Administrative Services Director in reviewing all investments for compliance with the City's investment policy as adopted by the City Council.

CITY TREASURER



CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

CITY TREASURER

Department Summary	City Treasurer
Fund No.: 010	Division No. 1030

Department Expenditure Summary

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Cost By Division</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
City Treasurer	\$ 16,386	\$ 17,705	\$ 18,800	\$ 19,300
Total Department Costs	<u>\$ 16,386</u>	<u>\$ 17,705</u>	<u>\$ 18,800</u>	<u>\$ 19,300</u>

Cost By Object of Expenditure

Personnel Services	\$ 16,386	\$ 17,705	\$ 18,800	\$ 19,300
Services & Supplies	\$ -	\$ -	\$ -	\$ -
Interdepartmental Charges	\$ -	\$ -	\$ -	\$ -
Non-Recurring Costs	\$ -	\$ -	\$ -	\$ -
Total Department Costs	<u>\$ 16,386</u>	<u>\$ 17,705</u>	<u>\$ 18,800</u>	<u>\$ 19,300</u>

Department Resource Summary

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Funds</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
010 Net General Fund Support	\$ 16,386	\$ 17,705	\$ 18,800	\$ 19,300
010 General Fund-Cost Recovery	\$ -	\$ -	\$ -	\$ -
Total Resources	<u>\$ 16,386</u>	<u>\$ 17,705</u>	<u>\$ 18,800</u>	<u>\$ 19,300</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

CITY TREASURER

Department Summary
Fund No.: 010

City Treasurer
Division No. 1030

Department Staffing Summary

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Staffing By Division</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
City Treasurer	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Staffing By Division	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

Staffing By Job Class

Temporary Staff:

City Treasurer (Elected)	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Temporary Staff	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Staffing By Division	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

CITY TREASURER

Division Summary
Fund No.: 010

City Treasurer
Division No. 1030

FY 2008-09 Work Program

- Ensure safety and liquidity of all investment vehicles.
- Maintain cooperative and productive working relationships with Administrative Services Department staff.

FY 2008-09 Proposed Service Refinements

**Cost/
(Savings)**

None

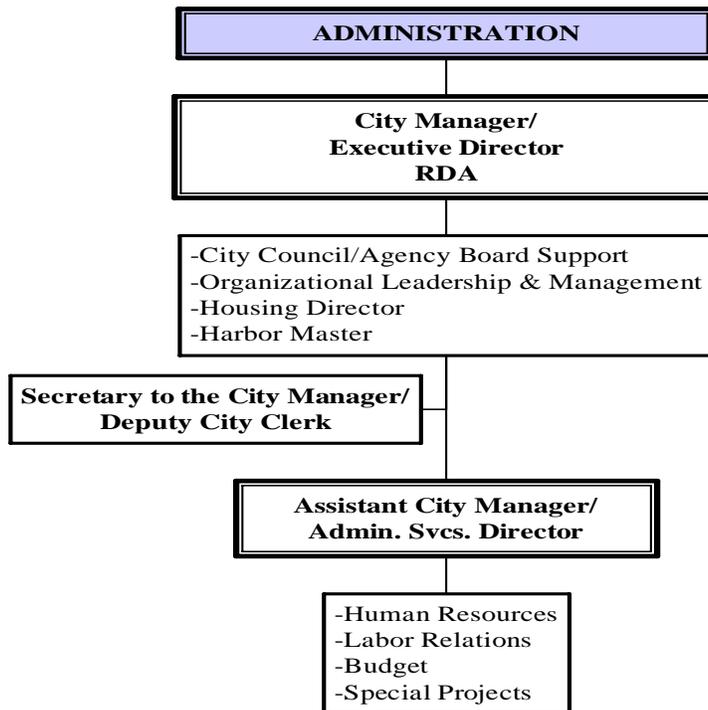
CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

CITY MANAGER'S OFFICE

The City Manager is the Chief Executive Officer of the City. Appointed by the City Council, the City Manager is responsible for the efficient and effective delivery of the day-to-day operations of all City departments, programs and services. Responsibilities include elected official support, departmental oversight, budget development, fiscal management, policy implementation, human resource administration, labor relations, intergovernmental relations, and a variety of special projects and assignments, which implement the City Council's policies and directives.

The City Manager also serves as the Executive Director of the Redevelopment Agency, the Executive Director of the Housing Authority and the Harbor Master.

CITY MANAGER'S OFFICE



CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

CITY MANAGER'S OFFICE

Department Summary

City Manager Department

Department Expenditure Summary

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Cost By Division</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
City Manager	\$ 146,613	\$ 180,222	\$ 197,500	\$ 198,100
Total Department Costs	<u>\$ 146,613</u>	<u>\$ 180,222</u>	<u>\$ 197,500</u>	<u>\$ 198,100</u>

Cost By Object of Expenditure

Personnel Services	\$ 114,520	\$ 137,536	\$ 151,300	\$ 155,000
Services & Supplies	\$ 25,912	\$ 22,701	\$ 16,400	\$ 14,900
Interdepartmental Charges	\$ -	\$ -	\$ -	\$ -
Non-Recurring Costs	<u>\$ 6,181</u>	<u>\$ 19,985</u>	<u>\$ 29,800</u>	<u>\$ 28,200</u>
Total Department Costs	<u>\$ 146,613</u>	<u>\$ 180,222</u>	<u>\$ 197,500</u>	<u>\$ 198,100</u>

Department Resource Summary

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Funds</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
010 Net General Fund Support	\$ 146,328	\$ 179,232	\$ 197,500	\$ 198,000
010 General Fund-Cost Recovery	\$ 285	\$ 990	\$ -	\$ 100
Total Resources	<u>\$ 146,613</u>	<u>\$ 180,222</u>	<u>\$ 197,500</u>	<u>\$ 198,100</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

CITY MANAGER'S OFFICE

Department Summary

City Manager Department

Department Staffing Summary

<u>Staffing By Division</u>	<u>FY 05/06 Actual</u>	<u>FY 06/07 Actual</u>	<u>FY 07/08 Amended</u>	<u>FY 08/09 Recommend</u>
City Manager Division	<u>1.35</u>	<u>0.90</u>	<u>1.21</u>	<u>0.90</u>
Total Staffing By Division	<u>1.35</u>	<u>0.90</u>	<u>1.21</u>	<u>0.90</u>

Staffing By Job Class

Permanent Staff:

City Manager/Executive Director	0.35	0.35	0.35	0.35
Assistant CM/Admin Svcs Director	0.15	0.15	0.15	0.15
Management Analyst	0.70	0.20	0.20	0.20
Sec. to CM/Deputy City Clerk	<u>0.30</u>	<u>0.20</u>	<u>0.20</u>	<u>0.20</u>
Total Staffing By Job Class	<u>1.50</u>	<u>0.90</u>	<u>0.90</u>	<u>0.90</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

CITY MANAGER'S OFFICE

Department Summary

City Manager Department

FY 2007-08 Department Achievements

- Working through a series of Ad Hoc Committees with the Council, served as an implementing point between Council policy direction and staff implementation.
- Prepared regular updates of information to keep Council and staff advised of projects, activities and upcoming issues and opportunities including the compilation of quarterly department work load statistics and a monthly development activity log.
- Filled one Department Head position (Economic Development Director).
- Coordinated a goal-setting discussion with the City Council to identify budget objectives for the upcoming fiscal year and capital project priorities.
- Participated in oversight and continued facilitation of major project activities tied to broadening the City General Fund's tax base despite the eroding housing market, including: Main Street West, Basin Street (new waterfront Hotel) and commercial development at Highway 12 and Walters Road.
- Supporting efforts included application of creative tools to attract core anchor uses to the downtown (i.e., California Marine Sports, Merchant and Main's Suisun City Grill and Bar), and initiation of a formalized marketing plan -- with staff, Main Street West and BID -- geared to new business attraction and existing business development.
- Coordinated efforts to develop comprehensive program for use of housing set-aside dollars which resulted in first-time home buyer programs geared toward foreclosures and new housing movement in the downtown, a highly successful neighborhood reinvestment program, and rehabilitation program for an aging apartment complex.
- Organized in-house leadership training for professional, supervisory and management staff.
- Negotiated three-year agreements with both the SCPOA and SCEA.
- Coordinated and facilitated a large number of recruitments throughout the organization.
- Enhanced risk management and safety program priorities throughout the organization.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

CITY MANAGER'S OFFICE

Department Summary

City Manager Department

FY 2008-09 Department Goals

- **Stay the Course:** Reinforce Council's short- and long-term strategies geared toward financial stability, new business development, neighborhood reinvestment and public infrastructure.
- **Communications and Public Policy Support:** Provide effective and efficient communication and management support to the City Council and its public policy development role. Assist the City Council in formulating long- and short-term goals for the City and establishing a funding program to meet these goals.
- **Longer-Term Financial Stability:** Enhance the City's economic base by attracting commercial uses to the community that broaden the tax revenue base of the General Fund.
- **Neighborhood Reinvestment:** Facilitate, through all departments, neighborhood reinvestment and revitalization strategies. Integrate operational programs with capital improvement projects.
- **Public Infrastructure:** Implement, through all departments, a major capital improvement effort focusing on streets, drainage, the marina and parks.
- **Organizational Development:** Maintain organizational and financial stability in all municipal operations. Develop, support and build a strong, dedicated workforce.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

CITY MANAGER'S OFFICE

Division Summary

Fund No.: 010

City Manager

Division No. 1710

FY 2008-09 Work Program

- Provide regular communications to Council, Department heads and employees throughout the organization on significant projects, activities, issues and concerns. Utilize new “intranet” to facilitate regular outreach throughout the organization.
- Direct line-departmental priorities, policies and recommendations in a consistent manner with Council policies and objectives.
- Build employee morale and teamwork across organizational and operational lines through in-house training programs, brown-bag lunch events and other like activities.
- Continue to market Suisun City to development interests and retailers. Participate directly in the development and implementation of a multi-pronged marketing and destination signage campaign that supports existing businesses, attracts new businesses and supports new development activity.
- Continue to facilitate and participate in the development and processing of major projects of high importance to the City including Main Street West/Harbor Square (opening November 2008), Basin Street/Hampton Inn & Suites (opening spring 2009), Highway 12 & Walters Road (targeted opening: winter 2009/10), Gentry/Trumark (EIS to be initiated), 8.29 acre site behind Post Office, Southern Waterfront area and end of Civic Center Blvd.
- Oversee, through assigned departments, extensive public infrastructure improvements including a \$1.2 million road maintenance project, construction of public courtyard at Harbor Square, improved downtown traffic circulation through extension of Harbor Center, safety enhancements at Sunset and Railroad Avenues, Goepf Park improvements, dredging of the marina and expansion of bikeways & pedestrian trails.
- Promote effective and efficient internal services to line operating departments including human resources, recruitment, risk management and safety.

FY 2008-09 Proposed Service Refinements

**Cost/
(Savings)**

None.

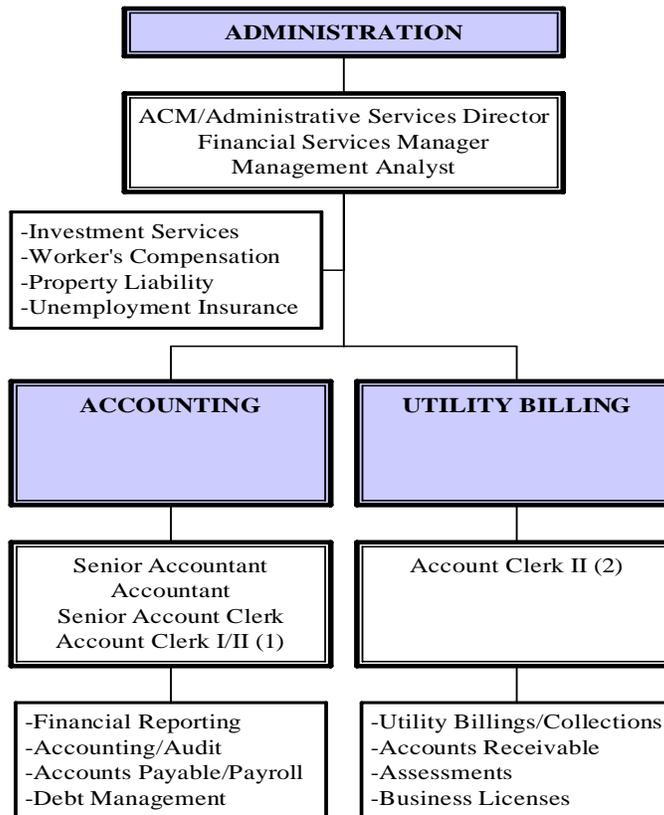
CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

ADMINISTRATIVE SERVICES DEPARTMENT

The Administrative Services Department (formerly the Finance Department) is responsible for planning, organizing, controlling, coordinating and directing the financial activities of the City, as set forth by the City Council and City Manager. The Department provides such services as accounting, payroll, purchasing, financial systems, business license administration, investment, debt service, risk management, as well as utility billing for the Suisun-Solano Water Authority (SSWA) and the Fairfield-Suisun Sewer District (FSSD). The department is also responsible for preparing the City's annual financial statements, annual program budget and other financial reports required by State and other government agencies.

The department's work continues to grow as a result of added financial reporting requirements such as GASB 34, the Cost Allocation Plan, the addition of several internal service funds, and actual time reporting which began a few years ago.

ADMINISTRATIVE SERVICES DEPARTMENT



CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

ADMINISTRATIVE SERVICES DEPARTMENT

Department Summary

Administrative Services Department

Department Expenditure Summary

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Cost By Division</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
Administrative Services Admin. Division	\$ 451,762	\$ 555,248	\$ 690,900	\$ 654,000
Accounting Division	\$ -	\$ -	\$ 188,600	\$ 171,900
Utility Billing & Collection Division	\$ 495,910	\$ 544,255	\$ 415,100	\$ 423,200
 Total Department Costs	 <u>\$ 947,672</u>	 <u>\$ 1,099,503</u>	 <u>\$ 1,294,600</u>	 <u>\$ 1,249,100</u>

Cost By Object of Expenditure

Personnel Services	\$ 379,913	\$ 520,514	\$ 556,400	\$ 579,600
Services & Supplies	\$ 535,596	\$ 549,415	\$ 609,200	\$ 599,300
Interdepartmental Charges	\$ 24,756	\$ 21,118	\$ 32,900	\$ 32,900
Non-Recurring Costs	\$ 7,407	\$ 8,456	\$ 96,100	\$ 37,300
 Total Department Costs	 <u>\$ 947,672</u>	 <u>\$ 1,099,503</u>	 <u>\$ 1,294,600</u>	 <u>\$ 1,249,100</u>

Department Resource Summary

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Funds</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
010 Net General Fund Support	\$ 19,792	\$ 55,695	\$ 72,600	\$ 31,500
010 General Fund-Cost Recovery	\$ 169,025	\$ 222,841	\$ 229,700	\$ 223,200
507 SSWA-City Activity	\$ 495,910	\$ 544,255	\$ 415,100	\$ 423,200
715 Liability Self-Insurance Fund	\$ 25,495	\$ 23,341	\$ 245,000	\$ 220,000
750 Workers Compensation Self-Insurance	\$ 236,271	\$ 250,207	\$ 327,200	\$ 331,200
765 Unemployment Self-Insurance Fund	\$ 1,179	\$ 3,164	\$ 5,000	\$ 20,000
 Total Resources	 <u>\$ 947,672</u>	 <u>\$ 1,099,503</u>	 <u>\$ 1,294,600</u>	 <u>\$ 1,249,100</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

ADMINISTRATIVE SERVICES DEPARTMENT

Department Summary **Administrative Services Department**

Department Staffing Summary

<u>Staffing By Division</u>	FY 05/06 <u>Actual</u>	FY 06/07 <u>Actual</u>	FY 07/08 <u>Amended</u>	FY 08/09 <u>Recommend</u>
Administrative Services Admin. Division	3.05	2.45	1.20	1.20
Accounting Division	0.00	0.00	1.35	1.35
Utility Billing & Collection Division	<u>2.65</u>	<u>4.20</u>	<u>4.20</u>	<u>4.20</u>
Total Staffing By Division	<u>5.70</u>	<u>6.65</u>	<u>6.75</u>	<u>6.75</u>

Staffing By Job Class

Permanent Staff:

City Manager/Executive Director	0.00	0.10	0.10	0.10
Assistant CM/Admin Svcs Director	0.00	0.50	0.50	0.50
Sec. to CM/Deputy City Clerk	0.00	0.10	0.10	0.10
Financial Services Manager	0.00	0.30	0.40	0.40
Finance Officer	0.20	0.00	0.00	0.00
Management Analyst	0.30	0.80	0.80	0.80
Senior Accountant	0.60	0.60	0.60	0.60
Accountant	0.75	0.75	0.75	0.75
Senior Account Clerk	0.75	0.75	0.75	0.75
Account Clerk I/II	<u>2.75</u>	<u>2.75</u>	<u>2.75</u>	<u>2.75</u>
Total Staffing By Job Class	<u>5.35</u>	<u>6.65</u>	<u>6.75</u>	<u>6.75</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

ADMINISTRATIVE SERVICES DEPARTMENT

Department Summary

Administrative Services Department

FY 2007-08 Department Achievements

- Anticipate receiving the GFOA Award for Excellence in Financial Reporting for our FY 2006/07 CAFR. This year's CAFR also reflects full implementation of the changes required by GASB 34.
- Once again, prepared the annual budget document for Council approval well before the legal deadline of June 30.
- Implemented the change from semi-monthly to bi-weekly payroll reporting. This also included consolidating the various timesheets, and updating our payroll and position control files. This required a tremendous amount of work from both Finance staff and field departments.
- Implemented the online bill paying service for water customers. Although usage is steadily increasing, the current program is limited in what it can do and there have been problems with the software.
- Changed the City's Chart of Accounts to enhance our financial data retrieval and analysis, and to reduce the number of accounts. This will take effect July 1, 2008, in conjunction with the new budget.
- Assisted the City Manager in the fiscal analysis of several major economic development proposals (e.g., Wal-Mart, Gentry/Trumark).
- With assistance from the Building Maintenance Division, renovated the Finance Offices, improving the functionality of the space and definitely improving the overall appearances.
- In Risk Management, achieved an 80% reduction in the number of claims against the City.
- Streamlined risk management procedures, such as enhancing our "return to work" program to reduce the number of loss days; and responding to all claims within 48 hours, to expedite resolution of those claims.
- Received a \$10,000 grant from ABAG for implementation of "Recommended Best Practices." These monies may be used to further our safety programs.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

ADMINISTRATIVE SERVICES DEPARTMENT

Department Summary

Administrative Services Department

FY 2007-08 Department Goals

- Ensure that we continue to receive the GFOA Award for Excellence in Financial Reporting.
- Ensure that we continue to prepare the annual budget for Council consideration well before the June 30 deadline.
- Improve field departments' access to financial data with "read only" access to the automated accounting software and bi-monthly budget review meetings.
- Assist departments in identifying ways to reduce operating costs and improve service revenues.
- Develop an in-house Cost Allocation Plan and Interdepartmental Charges, with limited outside help.
- Review and revise policies and procedures for our utility customers, with an emphasis on improving customer service.
- Solicit Requests For Proposals (RFP) to secure an improved online bill paying program, one that allows more payment options (e.g., pay by phone) and types of bills (water, building permits, business licenses, etc.)
- Monitor the local and national economy, tracking the City's primary revenue sources and reviewing our major expenses. Expand on the five-year financial planning model to consider shifts in inflation and economic growth/recession scenarios.
- Continue to take a more proactive approach to managing and limiting exposures to risk, such as working closely with our insurance providers and following Recommended Best Practices.
- Develop and implement an "Employee Wellness" program that will help reduce employee injuries and absenteeism.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

ADMINISTRATIVE SERVICES DEPARTMENT

Division Summary	Administrative Services Administration Division			
Fund No.: 010	Division No. 1810			

Division Description

The Administration Division is responsible for the overall supervision of the Department. In addition, the Division provides the following services: budget preparation support, investment administration, and risk management. Prior to FY 2006-07, the Finance Department budget was primarily in one program. Beginning with the FY 2006-07 budget, the department's budget has been spread over five programs in three divisions. For ease of presentation, the history has been presented in this Division.

<u>Division Budget By Object</u>	<u>FY 05/06</u> <u>Actual</u>	<u>FY 06/07</u> <u>Actual</u>	<u>FY 07/08</u> <u>Amended</u>	<u>FY 08/09</u> <u>Recommend</u>
Personnel Services	\$ 132,810	\$ 234,636	\$ 138,100	\$ 144,200
Services & Supplies	\$ 306,301	\$ 304,897	\$ 485,200	\$ 482,500
Interdepartmental Charges	\$ 10,188	\$ 10,188	\$ 10,200	\$ 10,200
Non-Recurring Costs	\$ 2,463	\$ 5,527	\$ 57,400	\$ 17,100
Total Division Costs	<u>\$ 451,762</u>	<u>\$ 555,248</u>	<u>\$ 690,900</u>	<u>\$ 654,000</u>

Division Budget By Program

Finance Administration	\$ 165,605	\$ 241,213	\$ 74,200	\$ 52,600
Investments Program	\$ 23,212	\$ 37,323	\$ 39,500	\$ 30,200
Liability Ins. Reserve	\$ 25,495	\$ 23,341	\$ 245,000	\$ 220,000
Workers Compensation	\$ 236,271	\$ 250,207	\$ 327,200	\$ 331,200
Unemployment Self Ins.	\$ 1,179	\$ 3,164	\$ 5,000	\$ 20,000
Total Division Costs	<u>\$ 451,762</u>	<u>\$ 555,248</u>	<u>\$ 690,900</u>	<u>\$ 654,000</u>

Total Division Staffing

Finance Administration Program	2.45	1.75	0.3	0.30
Investments Program	0.00	0.10	0.10	0.10
Workers Compensation Admin. Program	<u>0.60</u>	<u>0.60</u>	<u>0.80</u>	<u>0.80</u>
Total Division Staffing	<u>3.05</u>	<u>2.45</u>	<u>1.20</u>	<u>1.20</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

ADMINISTRATIVE SERVICES DEPARTMENT

Division Summary

Administrative Services Administration Division

Fund No.: 010

Division No. 1810

FY 2008-09 Work Program

- The Division will continue to take a proactive approach to risk management. Safety programs and training will be emphasized, and outside resources will be solicited to offset the cost of such training/services/equipment.
- The Division will take the lead on streamlining the annual budget preparation process. The objective will be to identify components of the budget process that can be started earlier and/or independent of other steps.
- The Division will expand upon the initial multi-year financial planning efforts that were undertaken in the prior year. This will include monitoring economic conditions and key local revenues (in particular, property and sales tax revenues).
- The Division will work on improving our investment yields relying more on improved cash flow projections than risky investment types. The multi-year financial planning efforts will facilitate this.
- The Division will take the lead on developing an in-house Cost Allocation Plan and Interdepartmental Charges.

FY 2008-09 Proposed Service Refinements

**Cost/
(Savings)**

- None, although property tax analysis software has been included in the Redevelopment Administration budget. Prior to contracting for this service, staff and members of Council will evaluate the cost-effectiveness of this service compared to County data. \$0

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

ADMINISTRATIVE SERVICES DEPARTMENT

Division Summary	Accounting Division
Fund No.: 010	Division No. 1820

Division Description

The Division is responsible for posting entries to the accounting system, preparing accounting reports for the governing bodies and staff members of the City Council, Redevelopment Agency, Housing Authority, SSWA, FSSD, etc., as well as administration of the business tax license program. The Division is also responsible for the preparation of the CAFR for the City, Agency and Authority.

<u>Division Budget By Object</u>	<u>FY 05/06</u> <u>Actual</u>	<u>FY 06/07</u> <u>Actual</u>	<u>FY 07/08</u> <u>Amended</u>	<u>FY 08/09</u> <u>Recommend</u>
Personnel Services	\$ -	\$ -	\$ 106,600	\$ 112,900
Services & Supplies	\$ -	\$ -	\$ 51,200	\$ 41,600
Interdepartmental Charges	\$ -	\$ -	\$ -	\$ -
Non-Recurring Costs	\$ -	\$ -	\$ 30,800	\$ 17,400
 Total Division Costs	 <u>\$ -</u>	 <u>\$ -</u>	 <u>\$ 188,600</u>	 <u>\$ 171,900</u>

Division Budget By Program

Accounting Program	\$ -	\$ -	\$ 188,600	\$ 171,900
 Total Division Costs	 <u>\$ -</u>	 <u>\$ -</u>	 <u>\$ 188,600</u>	 <u>\$ 171,900</u>

Total Division Staffing

Accounting Program	<u>0.00</u>	<u>0.00</u>	<u>1.35</u>	<u>1.35</u>
 Total Division Staffing	 <u>0.00</u>	 <u>0.00</u>	 <u>1.35</u>	 <u>1.35</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

ADMINISTRATIVE SERVICES DEPARTMENT

Division Summary

Fund No.: 010

Accounting Division

Division No. 1820

FY 2008-09 Work Program

- The Division will focus on improving appropriations control, requiring field departments to make ministerial changes to their operating budgets prior to incurring expenses.
- The Division will work on providing at least “read only” access to the accounting software. This will assist in appropriations control efforts and give field departments access to more timely information.
- The Division will develop whenever possible, automated systems to track accrued leave balances and other provisions of existing labor agreements.
- The Division will expand the performance data that can be used in the Citywide quarterly statistical report given to the Council.
- The Division will strive to deliver monthly reports between the 10th and the 15th of each month.

FY 2008-09 Proposed Service Refinements

**Cost/
(Savings)**

- Limited professional services to assist in preparing an in-house Cost Allocation Plan and related Interdepartmental Charges \$10,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

ADMINISTRATIVE SERVICES DEPARTMENT

Division Summary	Utility Billing & Collection Division
Fund No.: 010	Division No. 1830

Division Description

The Division is responsible for the billing and collection of water and sewer accounts. Total expenditures in this division are offset by payments from the Fairfield-Suisun Sewer District (FSSD) and the Suisun-Solano Water Authority (SSWA).

<u>Division Budget By Object</u>	<u>FY 05/06</u> <u>Actual</u>	<u>FY 06/07</u> <u>Actual</u>	<u>FY 07/08</u> <u>Amended</u>	<u>FY 08/09</u> <u>Recommend</u>
Personnel Services	\$ 247,103	\$ 285,878	\$ 311,700	\$ 322,500
Services & Supplies	\$ 229,295	\$ 244,518	\$ 72,800	\$ 75,200
Interdepartmental Charges	\$ 14,568	\$ 10,930	\$ 22,700	\$ 22,700
Non-Recurring Costs	\$ 4,944	\$ 2,929	\$ 7,900	\$ 2,800
Total Division Costs	<u>\$ 495,910</u>	<u>\$ 544,255</u>	<u>\$ 415,100</u>	<u>\$ 423,200</u>

Division Budget By Program

Utility Billing & Collection	\$ -	\$ -	\$ 415,100	\$ 423,200
Wtr Customer Accounts	\$ 495,910	\$ 544,255	\$ -	\$ -
Total Division Costs	<u>\$ 495,910</u>	<u>\$ 544,255</u>	<u>\$ 415,100</u>	<u>\$ 423,200</u>

Total Division Staffing

Utility Billing & Collection Program	<u>2.65</u>	<u>4.20</u>	<u>4.20</u>	<u>4.20</u>
Total Division Staffing	<u>2.65</u>	<u>4.20</u>	<u>4.20</u>	<u>4.20</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

ADMINISTRATIVE SERVICES DEPARTMENT

Division Summary

Utility Billing Collection Division

Fund No.: 010

Division No. 1830

FY 2008-09 Work Program

- Solicit RFP's to enhance our online bill paying capabilities.
- Review our operating policies and procedures to improve customer service and enhance revenue collection.
- Evaluate service fees charged, other than the basic water and sewer rates, to ensure reasonable operating expenses are recovered.

FY 2008-09 Proposed Service Refinements

**Cost/
(Savings)**

- None

\$0

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

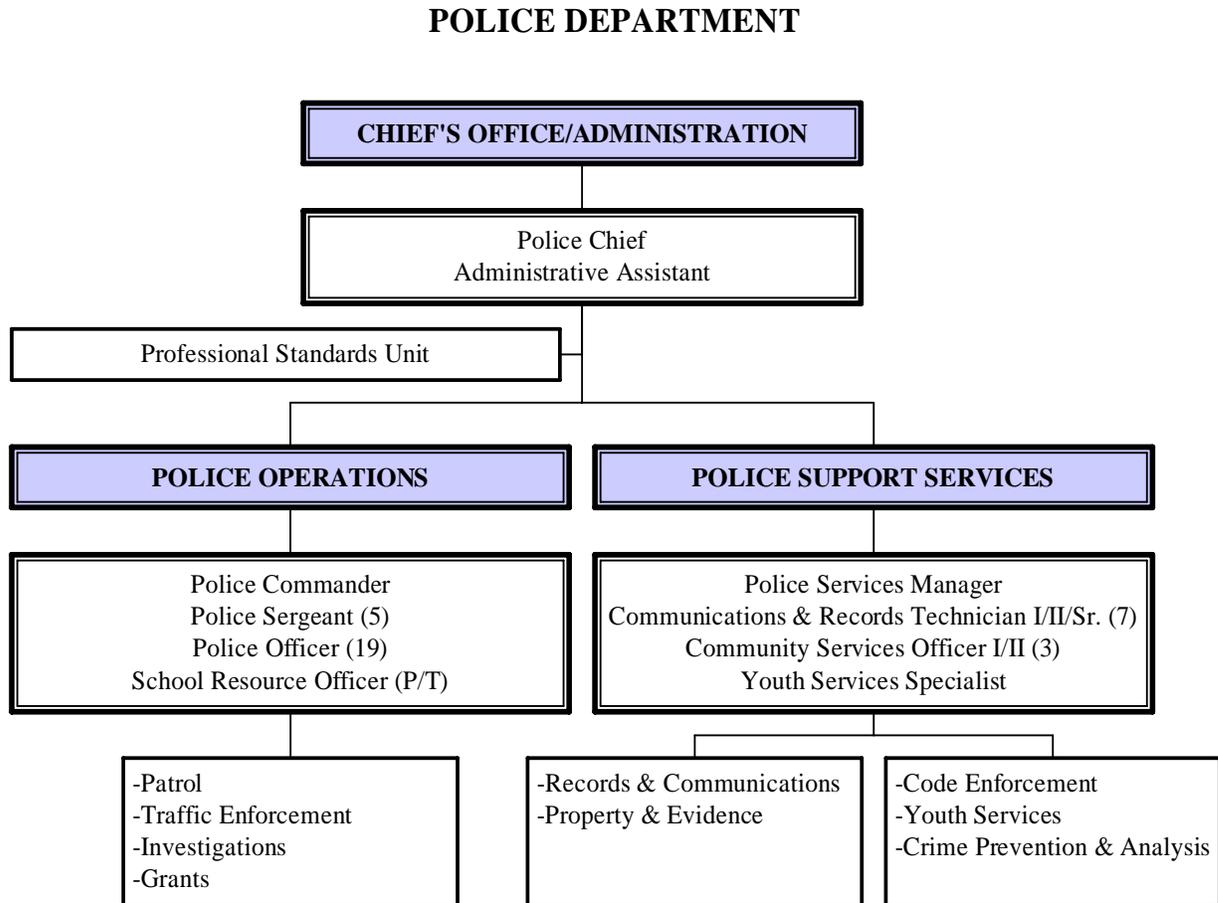
NOTES

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

POLICE DEPARTMENT

The primary objective of the Police Department is public safety. Key activities of this effort include response to calls-for-service, patrol, investigations and crime prevention. The department continually strives to enhance public safety, while working with the diverse needs of the community to improve overall quality of life. In addition to the more traditional types of public safety service, the department oversees the City's Code Enforcement program.

Organizationally, the Department consists of three divisions, as presented in the chart below:



CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

POLICE DEPARTMENT

Department Summary **Police Department**

Department Expenditure Summary

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Cost By Division</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
Police Chief's Office	\$ 3,752,849	\$ 724,957	\$ 663,600	\$ 675,600
Police Support Services	\$ 126,681	\$ 880,455	\$ 956,600	\$ 1,014,000
Police Operations	\$ 222,391	\$ 3,052,109	\$ 3,710,300	\$ 3,578,100
Total Department Costs	<u>\$ 4,101,921</u>	<u>\$ 4,657,521</u>	<u>\$ 5,330,500</u>	<u>\$ 5,267,700</u>

Cost By Object of Expenditure

Personnel Services	\$ 3,192,317	\$ 3,758,969	\$ 4,351,100	\$ 4,326,300
Services & Supplies	\$ 820,792	\$ 801,622	\$ 783,500	\$ 825,600
Interdepartmental Charges	\$ 5,125	\$ 10,395	\$ 14,000	\$ 8,000
Non-Recurring Costs	\$ 83,687	\$ 86,535	\$ 181,900	\$ 107,800
Total Department Costs	<u>\$ 4,101,921</u>	<u>\$ 4,657,521</u>	<u>\$ 5,330,500</u>	<u>\$ 5,267,700</u>

Department Resource Summary

<u>Funds</u>	<u>FY 05/06</u>	<u>FY 06/07</u>	<u>FY 07/08</u>	<u>FY 08/09</u>
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
010 Net General Fund Support	\$ 3,276,887	\$ 3,581,156	\$ 3,961,700	\$ 3,885,900
010 General Fund-Cost Recovery	\$ 497,659	\$ 689,724	\$ 710,600	\$ 742,900
025 Asset Forfeiture Fund	\$ 5,329	\$ -	\$ 17,900	\$ 6,100
026 Police Donations Fund	\$ -	\$ 14,848	\$ 25,100	\$ 15,700
142 Boating Safety Grant Fund	\$ 13,088	\$ 46,610	\$ 49,800	\$ 51,200
150 BJA Safety Equipment Grant Fund	\$ 2,025	\$ 4,519	\$ 4,000	\$ -
152 School Resource Officer Grant Fund	\$ 48,315	\$ 57,157	\$ 77,400	\$ 71,300
153 Supplemental Law Enforcement Servic	\$ 100,744	\$ 103,079	\$ 102,000	\$ 90,000
159 Office of Traffic Safety AL0462 Grant	\$ 31,193	\$ -	\$ -	\$ -
163 Office of Traffic Safety Grant PT0805	\$ -	\$ -	\$ 222,400	\$ 241,400
162 Click It or Ticket Grant Fund	\$ -	\$ 14,172	\$ -	\$ -
900 RDA Administration Fund	\$ 126,681	\$ 146,256	\$ 159,600	\$ 163,200
Total Resources	<u>\$ 4,101,921</u>	<u>\$ 4,657,521</u>	<u>\$ 5,330,500</u>	<u>\$ 5,267,700</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

POLICE DEPARTMENT

Department Summary	Police Department			
Department Staffing Summary	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Staffing By Division</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
Police Administration Division	32.21	2.00	2.00	2.00
Police Support Services Division	2.00	11.75	12.00	12.00
Police Operations Division	<u>0.00</u>	<u>24.50</u>	<u>26.50</u>	<u>27.38</u>
Total Staffing By Division	<u>34.21</u>	<u>38.25</u>	<u>40.50</u>	<u>41.38</u>
<u>Staffing By Job Class</u>				
Permanent Staff:				
Police Chief	1.00	1.00	1.00	1.00
Police Commander	1.00	1.00	1.00	1.00
Police Sergeant	4.00	4.00	4.00	4.00
Police Officer	16.00	18.00	18.00	18.00
Police Sergeant (OTS Grant)	0.00	0.00	1.00	1.00
Police Officer (OTS Grant)	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
Subtotal Sworn Staff	<u>22.00</u>	<u>24.00</u>	<u>26.00</u>	<u>26.00</u>
Administrative Services Manager	1.00	1.00	1.00	1.00
Youth Services Specialist	1.00	1.00	1.00	1.00
Sr. Communications & Records Tech	0.00	1.00	1.00	1.00
Communications & Records Tech I/II	5.00	5.00	6.00	6.00
Administrative Assistant II	1.00	1.00	1.00	1.00
Community Services Officer I/II	0.00	3.00	3.00	3.00
Code Enforcement Specialist	2.00	0.00	0.00	0.00
Crime Prevention Specialist	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Subtotal Non-Sworn Staff	<u>11.00</u>	<u>12.00</u>	<u>13.00</u>	<u>13.00</u>
Total Permanent Staff	<u>33.00</u>	<u>36.00</u>	<u>39.00</u>	<u>39.00</u>
Temporary Staff:				
Police Officer Prov (SRO Backfill)	0.00	0.75	0.75	0.75
CSO I - PT (School Safety Officer)	0.00	0.75	0.75	0.75
CSO I - PT (School Training Officer)	0.00	0.00	0.00	0.88
Police Aide	0.75	0.75	0.00	0.00
Background Investigator	<u>0.46</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Temporary Staff	<u>1.21</u>	<u>2.25</u>	<u>1.50</u>	<u>2.38</u>
Total Staffing By Job Class	<u>34.21</u>	<u>38.25</u>	<u>40.50</u>	<u>41.38</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

POLICE DEPARTMENT

Department Summary

Police Department

FY 2007-08 Department Achievements

- **Increased crime clearance:** The department has cleared a significant number of crimes this past year which has resulted in the arrest and conviction of several repeat criminal offenders. The most significant reduction of crimes was with burglaries, auto thefts and rapes.
- **Proactive and sustained gang enforcement:** The department is actively involved in several strategies to combating and reducing gang violence. The department has two ongoing gang task force initiatives. The first is the Solano County/FBI Safe Street Task Force, where we have one of our officers assigned directly to the task force. The second is a Department of Justice grant providing us funding for overtime to target known gang members in possession of weapons. Lastly, the department has been engaged with the community to educate community members about gangs and their influence on our young. Our Gang officers have held two major events with the community, including one in Spanish.
- **Reduced response time:** The department has significantly reduced the response time for emergency 911 calls for service to 2 minutes and forty five seconds, a reduction of 1 minute and fifty-nine seconds.
- **Crime Analysis:** The department has the Crime Analysis Unit trained and detailed to provide timely and accurate crime information and intelligence to our patrol and detective personnel. The information provided by Crime Analysis will enable our personnel to focus on crime issues, trends and spikes with a goal in reducing and preventing crimes.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

POLICE DEPARTMENT

Department Summary

Police Department

FY 2008-09 Department Goals

- **Overall crime reduction:** The department would continue to pursue the reduction of crime by being more involved in combating community blight through Code Enforcement and increased directed patrol with an emphasis on proactive law enforcement through crime analysis.
- **Decrease overall traffic collisions:** With the creation of a two-person traffic unit, the department would increase its traffic enforcement, which would have a direct impact in reducing traffic collisions that cause injuries.
- **Proactive and sustained gang enforcement:** Reducing gang violence is the top priority for the department. The department will continually strive to create partnerships with neighboring law enforcement agencies and schedule more frequent City gang task force enforcement.
- **Institutionalize Community Policing philosophy:** With the establishment of the beat system, officers will now be assigned to a specific beat and accountable for crime problems and quality-of-life issues facing the community. Every employee of the department will be responsible for Problem-Oriented Policing efforts.
- **Increase training opportunities:** Departmental personnel will receive more POST training in critical Perishable Skills Training and specialized training such as Tactical Operations, National Incident Management System and Range Master.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

POLICE DEPARTMENT

Division Summary	Police Administration Division
Fund No.: 010	Division No. 2310

Division Description

This division provides leadership, management and overall supervision to the various programs within the department. It includes the costs for the Police Chief and the Administrative Assistant, as well as office supplies and other general department costs.

<u>Division Budget By Object</u>	<u>FY 05/06 Actual</u>	<u>FY 06/07 Actual</u>	<u>FY 07/08 Amended</u>	<u>FY 08/09 Recommend</u>
Personnel Services	\$ 2,927,342	\$ 335,173	\$ 277,300	\$ 263,300
Services & Supplies	\$ 776,600	\$ 345,019	\$ 367,600	\$ 385,500
Interdepartmental Charges	\$ 2,293	\$ -	\$ -	\$ -
Non-Recurring Costs	\$ 46,614	\$ 44,765	\$ 18,700	\$ 26,800
 Total Division Costs	 <u>\$ 3,752,849</u>	 <u>\$ 724,957</u>	 <u>\$ 663,600</u>	 <u>\$ 675,600</u>

Division Budget By Program

Police Chief's Office	<u>\$ 3,752,849</u>	<u>\$ 724,957</u>	<u>\$ 663,600</u>	<u>\$ 675,600</u>
 Total Division Costs	 <u>\$ 3,752,849</u>	 <u>\$ 724,957</u>	 <u>\$ 663,600</u>	 <u>\$ 675,600</u>

Total Division Staffing

Police Department Program	32.21	0.00	0.00	0.00
Police Chief's Office Program	<u>0.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
 Total Division Staffing	 <u>32.21</u>	 <u>2.00</u>	 <u>2.00</u>	 <u>2.00</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

POLICE DEPARTMENT

Division Summary

Police Administration Division

Fund No.: 010

Division No. 2310

FY 2008-09 Work Program

- Continue to coordinate with the Fairfield-Suisun Unified School District to find funding for the School Resource Officer and School Safety Officer program.
- Continue to provide leadership to ensure that the Department's reorganization of the geographical boundaries succeeds.
- Establish the Professional Standards Unit (PSU) which would be responsible for recruitment and background investigations; training; policy research, creation and revisions; personnel investigations; and specific audits to ensure compliance with policy and accountability throughout the Department. PSU would report directly to the Police Chief.

FY 2008-09 Proposed Service Refinements

**Cost/
(Savings)**

- Establishment of the Professional Standards Unit.

No Cost

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

POLICE DEPARTMENT

Division Summary	Police Support Services Division
Fund No.: 010	Division No. 2320

Division Description

This division provides the full range of law enforcement support services including: records management, safety communications, crime prevention, crime analysis, youth services, property/evidence management and code enforcement.

<u>Division Budget By Object</u>	<u>FY 05/06</u> <u>Actual</u>	<u>FY 06/07</u> <u>Actual</u>	<u>FY 07/08</u> <u>Amended</u>	<u>FY 08/09</u> <u>Recommend</u>
Personnel Services	\$ 98,737	\$ 733,824	\$ 798,500	\$ 848,200
Services & Supplies	\$ 15,642	\$ 130,351	\$ 144,100	\$ 155,800
Interdepartmental Charges	\$ 2,832	\$ 8,044	\$ 13,000	\$ 8,000
Non-Recurring Costs	\$ 9,470	\$ 8,236	\$ 1,000	\$ 2,000
 Total Division Costs	 <u>\$ 126,681</u>	 <u>\$ 880,455</u>	 <u>\$ 956,600</u>	 <u>\$ 1,014,000</u>

Division Budget By Program

Police Support Services	\$ -	\$ 734,199	\$ 797,000	\$ 850,800
Code Enforcement Program	\$ 126,681	\$ 146,256	\$ 159,600	\$ 163,200
 Total Division Costs	 <u>\$ 126,681</u>	 <u>\$ 880,455</u>	 <u>\$ 956,600</u>	 <u>\$ 1,014,000</u>

Total Division Staffing

Police Support Services Program	0.00	9.75	10	10.00
Code Enforcement Program	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
 Total Division Staffing	 <u>2.00</u>	 <u>11.75</u>	 <u>12.00</u>	 <u>12.00</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

POLICE DEPARTMENT

Division Summary

Police Support Services Division

Fund No.: 010

Division No. 2320

FY 2008-09 Work Program

- **Radio Interoperability:** The department continues to work as part of a countywide consortium on the issue of radio interoperability for public safety purposes. The radio interoperability project would upgrade connectivity to adjacent jurisdictions, and expand the bandwidth and reliability of the network.
- **Community Cleanup Days:** Coordinate two cleanup days throughout the City to help with unwanted excess household items that could otherwise eventually become a blighting influence on the neighborhoods.

FY 2008-09 Proposed Service Refinements

**Cost/
(Savings)**

- Community Cleanup Days. \$20,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

POLICE DEPARTMENT

Division Summary	Police Operations Division
Fund No.: 010	Division No. 2350

Division Description

This division provides the full range of law enforcement services including patrol, traffic enforcement, investigations, problem-oriented policing and neighborhood watch. Various operational grants are also included in this division.

<u>Division Budget By Object</u>	<u>FY 05/06</u> <u>Actual</u>	<u>FY 06/07</u> <u>Actual</u>	<u>FY 07/08</u> <u>Amended</u>	<u>FY 08/09</u> <u>Recommend</u>
Personnel Services	\$ 166,238	\$ 2,689,972	\$ 3,275,300	\$ 3,214,800
Services & Supplies	\$ 28,550	\$ 326,252	\$ 271,800	\$ 284,300
Interdepartmental Charges	\$ -	\$ 2,351	\$ 1,000	\$ -
Non-Recurring Costs	\$ 27,603	\$ 33,534	\$ 162,200	\$ 79,000
Total Division Costs	\$ 222,391	\$ 3,052,109	\$ 3,710,300	\$ 3,578,100

<u>Division Budget By Program</u>	<u>FY 05/06</u> <u>Actual</u>	<u>FY 06/07</u> <u>Actual</u>	<u>FY 07/08</u> <u>Amended</u>	<u>FY 08/09</u> <u>Recommend</u>
Police Operations	\$ 21,697	\$ 2,811,724	\$ 3,162,600	\$ 3,102,400
PD/Asset Forfeitures	\$ 5,329	\$ -	\$ 17,900	\$ 6,100
Police Donations	\$ -	\$ 14,848	\$ 25,100	\$ 15,700
Boating Safety	\$ 13,088	\$ 46,610	\$ 49,800	\$ 51,200
Traffic Towing	\$ -	\$ -	\$ -	\$ -
BJA-Vest Grant	\$ 2,025	\$ 4,519	\$ 4,000	\$ -
School Resource Officer	\$ 48,315	\$ 57,157	\$ 77,400	\$ 71,300
SLESF (COPS) Grant	\$ 100,744	\$ 103,079	\$ 102,000	\$ 90,000
OTS Traffic Safety Gr. 2007-9	\$ -	\$ -	\$ 222,400	\$ 241,400
DOJ-Gang Suppression Grant	\$ -	\$ -	\$ 49,100	\$ -
OTS/AL0462 Grant	\$ 31,193	\$ -	\$ -	\$ -
Click or Ticket Grant	\$ -	\$ 14,172	\$ -	\$ -
Total Division Costs	\$ 222,391	\$ 3,052,109	\$ 3,710,300	\$ 3,578,100

<u>Total Division Staffing</u>	<u>FY 05/06</u> <u>Actual</u>	<u>FY 06/07</u> <u>Actual</u>	<u>FY 07/08</u> <u>Amended</u>	<u>FY 08/09</u> <u>Recommend</u>
Police Operations Program	0.00	23.00	23.00	23.00
Traffic Enforcement Unit (OTS Grant)	0.00	0.00	2.00	2.00
School Resource Officer Program	0.00	1.50	1.50	2.38
Total Division Staffing	0.00	24.50	26.50	27.38

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

POLICE DEPARTMENT

Division Summary

Fund No.: 010

Police Operations Division

Division No. 2007

FY 2008-09 Work Program

- **Gang/Crime Suppression:** The Department continues to deploy a number of strategies to combat gang and related activities. In FY 2008-09, these efforts will be expanded and deepened. Such efforts include:
 - Deploy the Gang/Crime Suppression Unit as a permanent assignment.
 - Enhance officer training on gangs, gang activity and suppression methods.
 - Continue the partnership with the Federal Bureau of Investigations “Safe Streets Task Force.”
- **Crime Investigations:** Continue to focus on crime investigation and clearance to reduce overall crime. Using Crime Analysis and the new reorganization of the beat system, officers will have increased responsibilities for directed patrol and developing partnerships with the community.
- **Tactical Team:** The department will begin training and deploying a Tactical Team which will be able to conduct search and arrest warrant service, parole/probation checks throughout the City and assist field officers in any emergency situation requiring specialized weapons and tactics.

FY 2008-09 Proposed Service Refinements

**Cost/
(Savings)**

- Tactical team training and deployment costs. \$20,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

NOTES

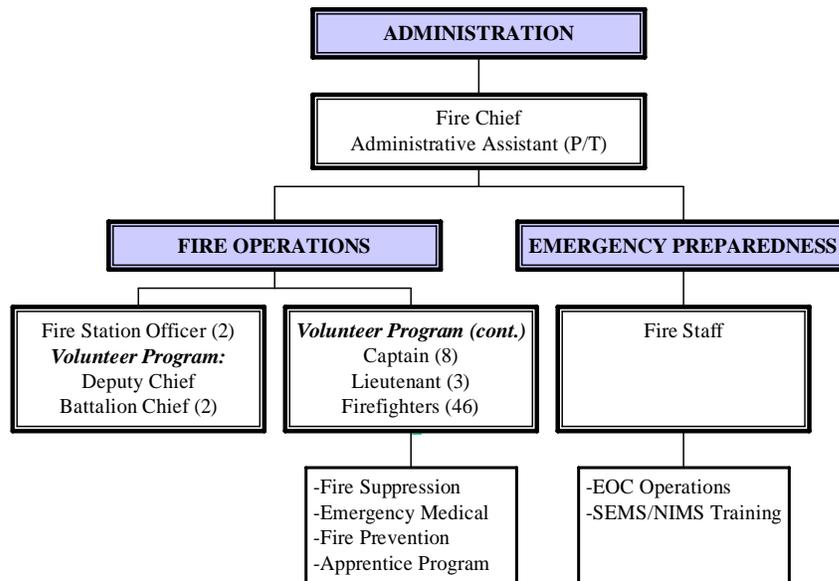
CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIRE DEPARTMENT

The Suisun City Fire Department is staffed with dedicated volunteers that provide fire protection and emergency services to the residents of Suisun City. The department contains two divisions: Fire Operations and Emergency Preparedness. Service areas include fire suppression, emergency medical response, and fire prevention, as well as preparation for and response to natural and human-caused disasters. The Department also responds to public assist calls, supports public educational programs in the City's schools and manages the public nuisance weed abatement program within the City.

Paid staff, with responsibility for the management of the Department, includes the Fire Chief and two Fire Captain - Station Officer positions. Forty-five dedicated volunteers staff one engine 24 hours per day 7 days per week with a minimum crew of three. Most nights and weekends are staffed with four to eight volunteers (Officers and Firefighters), who are available to respond to the community's needs.

FIRE DEPARTMENT



CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIRE DEPARTMENT

Department Summary **Fire Department**

Department Expenditure Summary

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Cost By Division</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
Fire Operations	\$ 649,048	\$ 799,037	\$ 1,042,200	\$ 927,400
Emergency Response	\$ -	\$ 7,144	\$ 15,100	\$ 20,200
 Total Department Costs	 <u>\$ 649,048</u>	 <u>\$ 806,181</u>	 <u>\$ 1,057,300</u>	 <u>\$ 947,600</u>

Cost By Object of Expenditure

Personnel Services	\$ 325,410	\$ 351,600	\$ 405,300	\$ 418,400
Services & Supplies	\$ 247,172	\$ 351,106	\$ 431,269	\$ 387,100
Interdepartmental Charges	\$ 65,064	\$ 64,524	\$ 64,600	\$ 64,600
Non-Recurring Costs	\$ 11,402	\$ 38,951	\$ 156,131	\$ 77,500
 Total Department Costs	 <u>\$ 649,048</u>	 <u>\$ 806,181</u>	 <u>\$ 1,057,300</u>	 <u>\$ 947,600</u>

Department Resource Summary

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Funds</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
010 Net General Fund Support	\$ 619,112	\$ 692,384	\$ 964,900	\$ 840,000
010 General Fund-Cost Recovery	\$ 29,936	\$ 113,797	\$ 92,400	\$ 107,600
 Total Resources	 <u>\$ 649,048</u>	 <u>\$ 806,181</u>	 <u>\$ 1,057,300</u>	 <u>\$ 947,600</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIRE DEPARTMENT

Department Summary	Fire Department
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Department Staffing Summary

<u>Staffing By Division</u>	<u>FY 05/06 Actual</u>	<u>FY 06/07 Actual</u>	<u>FY 07/08 Amended</u>	<u>FY 08/09 Recommend</u>
Fire Operations Division	55.00	59.81	63.80	63.88
Emergency Preparedness	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Staffing By Division	<u>55.00</u>	<u>59.81</u>	<u>63.80</u>	<u>63.88</u>
<u>Staffing By Job Class</u>				
Permanent Staff:				
Fire Chief	1.00	1.00	1.00	1.00
Fire Captain - Station Officer	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total Permanent Staff	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Temporary Staff:				
Division Chief	0.00	0.31	0.00	0.00
P-T Administrative Assistant	<u>0.00</u>	<u>0.00</u>	<u>0.80</u>	<u>0.88</u>
Total Temporary Staff	<u>0.00</u>	<u>0.31</u>	<u>0.80</u>	<u>0.88</u>
Volunteer Staff:				
Deputy Chief	1.00	1.00	1.00	1.00
Battalion Chief	2.00	2.00	2.00	2.00
Captains	8.00	8.00	8.00	8.00
Lieutenants	0.00	0.00	3.00	3.00
Firefighters (nights)	23.00	23.00	31.00	31.00
Firefighters (days)	0.00	0.00	15.00	15.00
Apprentices	<u>13.00</u>	<u>18.00</u>	<u>0.00</u>	<u>0.00</u>
Total Volunteer Staff	<u>47.00</u>	<u>52.00</u>	<u>60.00</u>	<u>60.00</u>
Total Staffing By Job Class	<u>50.00</u>	<u>55.31</u>	<u>63.80</u>	<u>63.88</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIRE DEPARTMENT

Department Summary

Fire Department

FY 2007-08 Department Achievements

Fire Operations:

- Increased volunteer staffing to 48 by expanding the recruiting boundaries, which extends response time during General Recalls.
- The Department continued the day-time firefighter training program. With nine Day-Shift Firefighters on staff, the Department benefits by increased staffing and coverage during the weekday shift.
- The department completed the following capital improvement program:
 - Installed a Dorm/Office mobile building that allows expansion of sleeping facilities. With this addition, we can now sleep 10 firefighters in a night.
 - The phone system for the fire station is being replaced.
 - Three new Holmatro “Jaws” Extrication systems have been purchased.
 - Purchased three multi gas detectors.
 - Purchased turnouts and handheld radios for firefighter safety.
- Continued emphasis on community service included:
 - Coordinated the annual Easter Egg hunt at Hall Park with participation of nearly 200 children, and the 56th annual Halloween parade with 300 participants.
 - Coordinated the annual Christmas toy drive, where toys were delivered to approximately 70 families and 200 children.
 - Resolved 200 weed abatement cases.

Emergency Preparedness:

- Purchased a laptop computer for the emergency preparedness program.
- Installed phone lines for the Council Chambers/ Emergency Operations Center and the Joe Nelson Community Center. When a large disaster strikes, we will be able to set up an emergency operations center in either location.
- Trained City staff in how to manage a large emergency incident under the National Incident Management System.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIRE DEPARTMENT

Department Summary

Fire Department

FY 2008-09 Department Goals

- **Purchase of a 100-foot ladder/platform truck:** This year the department will purchase a 100-foot ladder/platform truck. The waterfront hotel, Walters Road & Highway 12 commercial development, and the big box stores that will be built for the Suisun Marketplace in Gentry will contribute to the acquisition to mitigate the impacts of these projects. Bids are now being evaluated and the purchase will be requested shortly. When the truck arrives, we will need to equip it and do extensive training so staff can operate the truck safely.
- **Second Fire Station Preplanning:** Our primary goal for the next couple years is to make the department ready to staff and equip a second fire station. The new developments of the Suisun Marketplace and the Waterfront Hotel will increase demands on the fire department. The department must use this lead time efficiently to develop the new volunteers that will be needed.
- **Enhanced staffing and coverage:** The department will continue to increase the number of volunteer firefighters by approximately 15% with a target of 60 volunteers by 2009.
- **Effective emergency response:** Increasing volunteer staffing levels is only one aspect of ensuring an effective emergency response. Other key aspects include adequate safety equipment, support equipment, and proper training and certification. A major emphasis in training will be truck operations and wildland firefighter certification.
- **Emergency preparedness:** Response to a major disaster or incident requires a coordinated effort and response by Elected Officials and staff throughout the organization. With the basic Emergency Response program in place, a continued critical “next step” involves citywide training and table-top exercises to ensure everyone understands their roles and responsibilities in the event of a major incident such as an earthquake or hazardous materials disaster. New laptop computers with software programs that aid in emergency incident management and compatibility with the Solano County Emergency Operations Center will be on line this year.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIRE DEPARTMENT

Division Summary

Fund No.: 010

Fire Operations Division

Division No. 2610

Division Description

The Fire Operations Division includes all day-to-day operations of the department including fire suppression, prevention and emergency medical response. In the last year, paid staff and volunteers responded to 1756 calls for service. In order to provide appropriate coverage, our volunteers dedicated about 52,000 hours of service to the residents, businesses and visitors of Suisun City.

<u>Division Budget By Object</u>	FY 05/06	FY 06/07	FY 07/08	FY 08/09
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
Personnel Services	\$ 325,410	\$ 351,600	\$ 405,300	\$ 418,400
Services & Supplies	\$ 247,172	\$ 351,106	\$ 430,169	\$ 382,400
Interdepartmental Charges	\$ 65,064	\$ 64,524	\$ 64,600	\$ 64,600
Non-Recurring Costs	\$ 11,402	\$ 31,807	\$ 142,131	\$ 62,000
Total Division Costs	<u>\$ 649,048</u>	<u>\$ 799,037</u>	<u>\$ 1,042,200</u>	<u>\$ 927,400</u>

Division Budget By Program

Fire Operations Division	<u>\$ 649,048</u>	<u>\$ 799,037</u>	<u>\$ 1,042,200</u>	<u>\$ 927,400</u>
Total Division Costs	<u>\$ 649,048</u>	<u>\$ 799,037</u>	<u>\$ 1,042,200</u>	<u>\$ 927,400</u>

Total Division Staffing

Fire Operations Division Paid Staff	3.00	3.31	3.80	3.88
Fire Operations Division Volunteers	<u>55.00</u>	<u>57.00</u>	<u>60.00</u>	<u>60.00</u>
Total Division Staffing	<u>58.00</u>	<u>60.31</u>	<u>63.80</u>	<u>63.88</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIRE DEPARTMENT

Division Summary

Fire Operations Division

Fund No.: 010

Division No. 2610

FY 2008-09 Work Program

- **Enhanced staffing and coverage:** Efforts are underway to increase volunteer firefighters by 20 percent to a full compliment of nearly 60 volunteers by the end of 2009. This includes a targeted increase in our Apprentice Program of five participants. The goal is to staff all shifts, so that a second medical response or a major fire response can be handled initially with the shift on duty. (Two engines staffed with three firefighters each and a Duty Chief. **Note:** The number of firefighters on the roster does not directly correlate with how many shifts are worked. Each volunteer works a minimum of 5 twelve hour shifts a month. Some work up to 10 a month. It depends on their personal schedule. Some shifts may see as many as 10 firefighters in the station, while a few shifts are still covered with a minimum crew of three.
- **Effective emergency response:** Resources and training go hand-in-hand with increased staffing and coverage to provide an effective emergency response. Efforts for FY 2008-09 include:
 - Upgrades to personal safety equipment and ongoing inspections of safety equipment including ladders, ladder truck, self-contained breathing apparatus, vehicles and air compressor for breathing air.
 - Replacement of outdated handheld radios and pagers, with each firefighter equipped with a handheld for safety. (National standard)
 - Focused wildland firefighter training with goal that all firefighters will be qualified and certified as a Firefighter 1 in the State certification system.
 - Focused training for driver-operators.
 - Continued outreach and participation with mutual aid partners to improve public safety response.

FY 2008-09 Proposed Service Refinements	Cost/ <u>(Savings)</u>
• Purchase 100-foot ladder/platform for hotel and large commercial buildings.	\$1,120,000
• Purchase tools, hose, and equipment for new ladder.	100,000
• Replace Command Vehicle (1983 Ram Charger)	61,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIRE DEPARTMENT

Division Summary	Emergency Preparedness Division
Fund Nos.: 010	Division No. 2620

Division Description

The Emergency Preparedness Division was approved in the FY 2006-07 Annual Budget. The goal of Federal and State requirements is to ensure the City has the ability and capabilities to respond to major emergencies and disasters.

This division takes the lead in training for and managing the City's response to major emergencies and disasters. Every employee must be trained in the National Incident Management System (NIMS) and the Incident Command System.

<u>Division Budget By Object</u>	<u>FY 05/06</u> <u>Actual</u>	<u>FY 06/07</u> <u>Actual</u>	<u>FY 07/08</u> <u>Amended</u>	<u>FY 08/09</u> <u>Recommend</u>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Services & Supplies	\$ -	\$ -	\$ 1,100	\$ 4,700
Interdepartmental Charges	\$ -	\$ -	\$ -	\$ -
Non-Recurring Costs	\$ -	\$ 7,144	\$ 14,000	\$ 15,500
Total Division Costs	\$ -	\$ 7,144	\$ 15,100	\$ 20,200

Division Budget By Program

Emergency Preparedness	\$ -	\$ 7,144	\$ 15,100	\$ 20,200
Total Division Costs	\$ -	\$ 7,144	\$ 15,100	\$ 20,200

Total Division Staffing

Emergency Preparedness Program	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Division Staffing	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIRE DEPARTMENT

Division Summary

Emergency Preparedness Division

Fund Nos.: 010

Division No. 2620

FY 2008-09 Work Program

- Conduct training for all City employees in NIMS and ICS 100 & 200 in order to satisfy Federal and State requirements.
- Conduct quarterly training for Emergency Operations Center (EOC) staff, including table top planning exercises, to insure staff are knowledgeable of and prepared to undertake assigned roles and responsibilities under the Emergency Plan.
- Attend outside training to improve the knowledge base on NIMS, SIMS and ICS.
- Enhance the EOC by insuring compatibility with the county and the area command.

FY 2008-09 Proposed Service Refinements

**Cost/
(Savings)**

• Purchase computer software program for EOC management, incident documentation and incident recovery forms, and compatibility with the Solano County EMS system.	\$3,000
• Attend courses on EOC organization and operation, as well as the role of Emergency Manager for the EOC.	6,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

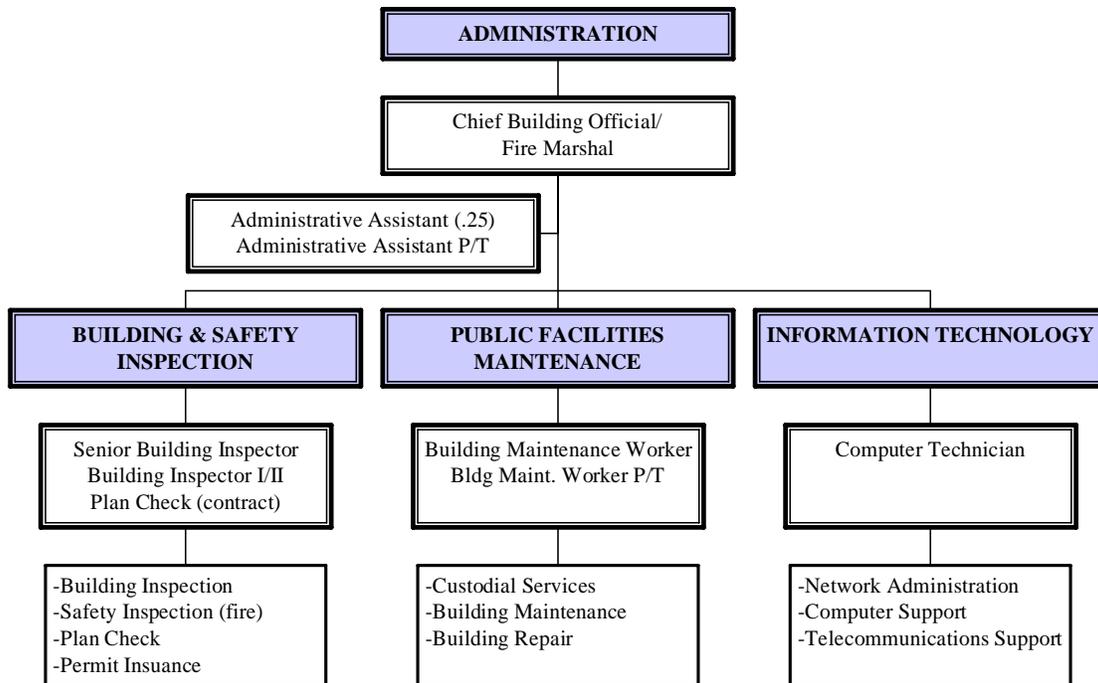
NOTES

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

BUILDING DEPARTMENT

The Building Department consists of three divisions: building inspection, public facilities maintenance and information technology. The primary function of the Department is Building Inspection, which is responsible for safeguarding the health, safety and welfare of residents, workers and visitors to Suisun City by effective administration and enforcement of building codes, fire codes, and ordinances adopted by the City. Project Management of unique public improvements (such as the lighthouse and marina) is likewise assumed by the Building Department.

BUILDING DEPARTMENT



CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

BUILDING DEPARTMENT

Department Summary

Building Department

Department Expenditure Summary

	FY05/06	FY06/07	FY07/08	FY08/09
Cost By Division	Actual	Actual	Amended	Recommend
Building Inspections	\$ 325,406	\$ 408,030	\$ 527,400	\$ 477,300
Facilities Maintenance	\$ 245,715	\$ 298,304	\$ 459,400	\$ 390,100
Information Technology	\$ 76,514	\$ 112,093	\$ 172,600	\$ 160,000
Total Department Costs	\$ 647,635	\$ 818,427	\$ 1,159,400	\$ 1,027,400
Cost By Object of Expenditure				
Personnel Services	\$ 372,502	\$ 469,801	\$ 560,000	\$ 564,100
Services & Supplies	\$ 215,526	\$ 259,747	\$ 314,800	\$ 263,900
Interdepartmental Charges	\$ 23,495	\$ 44,723	\$ 69,900	\$ 46,800
Non-Recuring Costs	\$ 36,112	\$ 44,156	\$ 214,700	\$ 152,600
Total Department Costs	\$ 647,635	\$ 818,427	\$ 1,159,400	\$ 1,027,400

Department Resource Summary

	FY05/06	FY06/07	FY07/08	FY08/09
Funds	Actual	Actual	Amended	Recommend
010 Net General Fund Support	\$ 142,991	\$ 117,655	\$ 336,800	\$ 482,300
010 General Fund-Cost Recovery	\$ 391,083	\$ 512,802	\$ 484,500	\$ 265,200
301 YMCA Capital Maintenance Fund	\$ 861	\$ 5,103	\$ 48,800	\$ 25,600
710 Computer Network Maintenance Fun	\$ 76,514	\$ 112,093	\$ 172,600	\$ 160,000
908 RDA Asset Management Fund	\$ 34,586	\$ 64,159	\$ 86,700	\$ 77,600
974 RDA Harbor Theater Fund	\$ 1,600	\$ 6,615	\$ 30,000	\$ 16,700
Total Resources	\$ 647,635	\$ 818,427	\$ 1,159,400	\$ 1,027,400

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

BUILDING DEPARTMENT

Department Summary **Building Department**

Department Staffing Summary

<u>Staffing By Division</u>	<u>FY 05/06</u> <u>Actual</u>	<u>FY 06/07</u> <u>Actual</u>	<u>FY 07/08</u> <u>Amended</u>	<u>FY 08/09</u> <u>Recommend</u>
Building Inspection Division	3.05	3.05	4.03	4.03
Public Facilities Division	1.20	1.20	2.08	2.08
Information Technology Division	<u>1.00</u>	<u>1.00</u>	<u>1.19</u>	<u>1.19</u>
Total Staffing By Division	<u>5.25</u>	<u>5.25</u>	<u>7.31</u>	<u>7.31</u>

Staffing By Job Class

Permanent Staff:

Chief Building Official	1.00	1.00	1.00	1.00
Senior Building Inspector	1.00	1.00	1.00	1.00
Building Inspector I/II	1.00	1.00	1.00	1.00
Administrative Assistant II	0.00	0.00	0.35	0.35
Administrative Assistant I	0.25	0.25	0.00	0.00
Building Maintenance Worker I/II	1.00	1.00	1.00	1.00
Computer Technician	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Permanent Staff	<u>5.25</u>	<u>5.25</u>	<u>5.35</u>	<u>5.35</u>

Temporary Staff:

Administrative Assistant I - PT	0.00	0.00	0.88	0.88
Maintenance Worker I - PT	0.00	0.00	0.88	0.88
Computer Systems Intern	<u>0.00</u>	<u>0.00</u>	<u>0.19</u>	<u>0.19</u>
Total Temporary Staff	<u>0.00</u>	<u>0.00</u>	<u>1.96</u>	<u>1.96</u>
Total Staffing By Job Class	<u>5.25</u>	<u>5.25</u>	<u>7.31</u>	<u>7.31</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

BUILDING DEPARTMENT

Department Summary

Building Department

FY 2007-08 Department Achievements

Building Inspection:

- Significant commercial projects currently under construction include Main Street West Parcels 1&2 at 700 Main Street and the Hampton Inn & Suites.
- During FY 2007-08 permits for single-family residences dropped to the lowest levels experienced over the past ten years. The decrease is attributable to the overall decline in the residential market.
- Multi-family residential permits continued with the construction and completion of the Cottonwood apartment complex on Railroad Avenue and the Breezewood Apartments on Worley Road.

Public Facilities Maintenance:

- The Finance Department wing of City Hall was refurbished by repainting and re-carpeting. New file cabinets were also added.
- A temporary modular office building was added to the rear of the Police building.
- The Senior Center interior was repainted and new plastic paneling was installed to provide for easier maintenance.
- Due to budget and personnel limitations, other capital improvement projects were kept to a minimum.

Information Technology:

- The first phase of the City wide GIS (Geographic Information System) was completed. This provides special tools for various City departments.
- Network firewall equipment, anti-virus software, and e-mail filtering services are continually being upgraded.
- SPAM filtering services continue to help in preventing wasted time.
- A new centralized backup server was installed.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

BUILDING DEPARTMENT

Department Summary

Building Department

FY 2008-09 Department Goals

- **Streamlined development review and permitting process:** The Building Department will continue to participate in a multi-departmental development implementation team to facilitate the planning, permitting and construction of private development projects.
- **Effective management and processing of anticipated building inspection workload:** FY 2008-09 commercial activity is expected to continue to increase as compared to past years, with the prospect of permits being issued for Main Street West, Walters Road & Highway 12 and other major projects. Residential activity is expected is not expected to increase in the coming year.
- **Status quo on public facilities maintenance:** Combining one full-time Building Maintenance Worker with one full-time temporary services position, staff will better be able to provide adequate routine maintenance of City buildings.
- **Computer network security:** All security measures will continue to be maintained at latest industry standards.
- **Continued implementation of a scheduled computer equipment replacement cycle:** The use of a scheduled computer equipment replacement cycle allows for uninterrupted service by the more critical parts of the network and the recycling of those workstations/servers/printers to less critical applications, where possible, in order to maximize benefit from available funds.
- **GIS Implementation:** City staff will be trained in the use of the new GIS. Data maintenance and development will continue as the data base is built.
- **Cooperative efforts with the Public Works Department:** Because of an anticipated short-term decline in building permit activity and a Public Works Inspector vacancy, Building Inspectors will be cross trained to help out with Public Works inspections.
- **Senior Center Improvements:** The Senior Center kitchen will be updated and remodeled. A new grease trap and rerouted sewer lines will be installed. Interior lighting will be changed to energy efficient fixtures.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

BUILDING DEPARTMENT

Division Summary	Building Inspection Division
Fund No.: 010	Division No. 3310

Division Description

The Building Inspection Division safeguards the health, safety, and welfare of the occupants of the “built environment” in Suisun City. This is accomplished through following activities:

- **Plan Review** – All plans submitted to the department are reviewed for compliance with both State and City codes related to building, fire & life safety, handicap accessibility, and related concerns.
- **Permit Issuance** – After plans are approved, fees are collected for the City and other agencies, and permits are issued.
- **Inspection** – This includes course-of-construction inspections typical of a building department and routine periodic inspections of all commercial locations in the City under the authority of the Fire Marshall.

<u>Division Budget By Object</u>	<u>FY 05/06</u> <u>Actual</u>	<u>FY 06/07</u> <u>Actual</u>	<u>FY 07/08</u> <u>Amended</u>	<u>FY 08/09</u> <u>Recommend</u>
Personnel Services	\$ 279,194	\$ 330,809	\$ 370,300	\$ 374,400
Services & Supplies	\$ 31,384	\$ 54,126	\$ 92,300	\$ 25,800
Interdepartmental Charges	\$ 7,211	\$ 12,456	\$ 32,400	\$ 15,300
Non-Recurring Costs	\$ 7,617	\$ 10,639	\$ 32,400	\$ 61,800
Total Division Costs	<u>\$ 325,406</u>	<u>\$ 408,030</u>	<u>\$ 527,400</u>	<u>\$ 477,300</u>

<u>Division Budget By Program</u>	<u>FY 05/06</u> <u>Actual</u>	<u>FY 06/07</u> <u>Actual</u>	<u>FY 07/08</u> <u>Amended</u>	<u>FY 08/09</u> <u>Recommend</u>
Building & Safety Program	\$ 325,406	\$ 408,030	\$ 527,400	\$ 477,300
Total Division Costs	<u>\$ 325,406</u>	<u>\$ 408,030</u>	<u>\$ 527,400</u>	<u>\$ 477,300</u>

<u>Total Division Staffing</u>	<u>FY 05/06</u> <u>Actual</u>	<u>FY 06/07</u> <u>Actual</u>	<u>FY 07/08</u> <u>Amended</u>	<u>FY 08/09</u> <u>Recommend</u>
Building & Safety Program	3.05	3.05	4.03	4.03
Total Division Staffing	<u>3.05</u>	<u>3.05</u>	<u>4.03</u>	<u>4.03</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

BUILDING DEPARTMENT

Division Summary

Building Inspection Division

Fund No.: 010

Division No. 3310

FY 2008-09 Work Program

- Participation in a multi-departmental development implementation team will continue this year to facilitate the planning, permitting and construction of private development projects.
- Focus is on the effective management and processing of a significant increase in permit activity including:
 - Walters Road & Highway 12.
 - Main Street West.
 - Other smaller commercial plans as Lawler commercial fill-ins.
 - Continued Inspection support for all projects currently under construction.

FY 2008-09 Proposed Service Refinements

**Cost/
(Savings)**

- The additional temporary clerical staff position is proposed to be continued, which would allow more time for the Building Inspectors to assist with Public Works inspections. \$37,600

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

BUILDING DEPARTMENT

Division Summary
Fund Nos.: 010, 908, & 974

Public Facilities Division
Division No. 3350

Division Description

The Public Facilities Division maintains public facilities that the City operates its programs out of, as well as City-owned facilities that are leased to other users. Facilities that the City operates out of include: City Hall, Police Station, Senior Center, Community Center and the Constable Burdick Center. Leased facilities that are maintained by this Division include the Lawler House, Train Station, the YMCA and Harbor Theatre buildings. General building and custodial maintenance services are provided in-house, with major repairs and improvements contracted out.

<u>Division Budget By Object</u>	FY 05/06	FY 06/07	FY 07/08	FY 08/09
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
Personnel Services	\$ 80,608	\$ 87,711	\$ 112,800	\$ 108,400
Services & Supplies	\$ 141,257	\$ 165,410	\$ 181,300	\$ 187,900
Interdepartmental Charges	\$ 16,284	\$ 32,267	\$ 37,500	\$ 31,500
Non-Recurring Costs	\$ 7,566	\$ 12,916	\$ 127,800	\$ 62,300
 Total Division Costs	 <u>\$ 245,715</u>	 <u>\$ 298,304</u>	 <u>\$ 459,400</u>	 <u>\$ 390,100</u>

Division Budget By Program

Building Maintenance	\$ 208,668	\$ 222,427	\$ 293,900	\$ 270,200
YMCA-Maintenance	\$ 861	\$ 5,103	\$ 48,800	\$ 25,600
Rail Station Maintenance	\$ 17,638	\$ 50,673	\$ 45,700	\$ 45,900
Lawler House Maintenance	\$ 16,948	\$ 13,486	\$ 41,000	\$ 31,700
Harbor Theater Maintenance	\$ 1,600	\$ 6,615	\$ 30,000	\$ 16,700
 Total Division Costs	 <u>\$ 245,715</u>	 <u>\$ 298,304</u>	 <u>\$ 459,400</u>	 <u>\$ 390,100</u>

Total Division Staffing

Building Maintenance Program	1.20	1.20	2.08	2.08
Rail Station Maintenance Program	0.00	0.00	2.08	0.00
Lawler House Maintenance Program	0.00	0.00	0.00	0.00
Harbor Theater Maintenance Program	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
 Total Division Staffing	 <u>1.20</u>	 <u>1.20</u>	 <u>2.08</u>	 <u>2.08</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

BUILDING DEPARTMENT

Division Summary
Fund Nos.: 010, 908, & 974

Public Facilities Division
Division No. 3350

FY 2008-09 Work Program

- Provide effective custodial services within the allotted budget.
- Perform general maintenance and repair on existing buildings and facilities as needs arise.
- Identify longer-term building maintenance needs during the preparation of the Five-Year Capital Improvement Plan.

FY 2008-09 Proposed Service Refinements

**Cost/
Savings**

- The full-time temporary custodial position would continue to work with the existing full time staff to facilitate adequate building maintenance \$29,600
- The Senior Center project would include a remodeled commercial kitchen, repairs to the sewer system, a new grease trap, and energy efficient lighting. 45,000
- A vehicle would be purchased for use by the custodians as the current vehicle is failing and one of the City's oldest vehicles. Funds are available to replace this vehicle in the Vehicle Replacement Fund. 17,100

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

BUILDING DEPARTMENT

Division Summary	Information Technology Division
Fund No.: 710	Division No. 3320

Division Description

The Information Technology Division provides support and maintenance to several network servers, network topology and many computer workstations and printers. The City's computer network consists of numerous computers that are tied together in a local area network, as well as other stand-alone computers. IT support involves not only the maintenance, but also the upgrading and replacement of these systems. IT will develop and maintain the new GIS system and the network supporting the Police Department's security camera system.

<u>Division Budget By Object</u>	<u>FY 05/06</u> <u>Actual</u>	<u>FY 06/07</u> <u>Actual</u>	<u>FY 07/08</u> <u>Amended</u>	<u>FY 08/09</u> <u>Recommend</u>
Personnel Services	\$ 12,700	\$ 51,281	\$ 76,900	\$ 81,300
Services & Supplies	\$ 42,885	\$ 40,211	\$ 41,200	\$ 50,200
Interdepartmental Charges	\$ -	\$ -	\$ -	\$ -
Non-Recurring Costs	\$ 20,929	\$ 20,601	\$ 54,500	\$ 28,500
 Total Division Costs	 <u>\$ 76,514</u>	 <u>\$ 112,093</u>	 <u>\$ 172,600</u>	 <u>\$ 160,000</u>

<u>Division Budget By Program</u>				
Computer Services Program	\$ 76,514	\$ 112,093	\$ 172,600	\$ 160,000
 Total Division Costs	 <u>\$ 76,514</u>	 <u>\$ 112,093</u>	 <u>\$ 172,600</u>	 <u>\$ 160,000</u>

<u>Total Division Staffing</u>				
Computer Services Program	<u>1.00</u>	<u>1.00</u>	<u>1.19</u>	<u>1.19</u>
 Total Division Staffing	 <u>1.00</u>	 <u>1.00</u>	 <u>1.19</u>	 <u>1.19</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

BUILDING DEPARTMENT

Division Summary

Information Technology Division

Fund No.: 710

Division No. 3320

FY 2008-09 Work Program

- Maintenance and support for all City servers and the network topology.
- Support for all City departments in their computer needs.
- Scheduled computer equipment replacement for FY 2008-09 will include the replacement of certain web site related servers.

FY 2008-09 Proposed Service Refinements

**Cost/
(Savings)**

- Select servers would be replaced as part of the routine server replacement program.

\$20,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

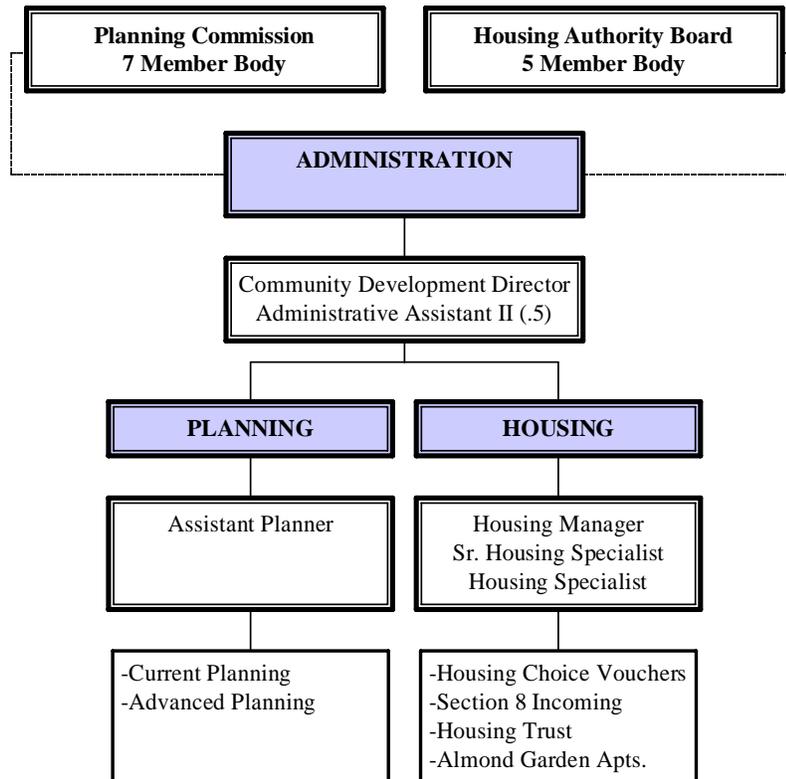
NOTES

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

COMMUNITY DEVELOPMENT DEPARTMENT

The Community Development Department is organized into two divisions: Planning and Housing. Programs within the Planning Division include current and advanced planning. The Housing Division is separated into four program areas for fiscal accountability reasons. These include Housing Choice Vouchers, which is the City's Section 8 housing program, Section 8 Incoming, Housing Trust, and Almond Gardens.

COMMUNITY DEVELOPMENT DEPARTMENT



CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

COMMUNITY DEVELOPMENT DEPARTMENT

Department Summary **Community Development Department**

Department Expenditure Summary

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Cost By Division</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
Planning Division	\$ 198,846	\$ 160,556	\$ 247,100	\$ 252,700
Housing Division	\$ 3,213,755	\$ 3,207,625	\$ 3,286,100	\$ 3,296,000
 Total Department Costs	 <u>\$ 3,412,601</u>	 <u>\$ 3,368,181</u>	 <u>\$ 3,533,200</u>	 <u>\$ 3,548,700</u>

Cost By Object of Expenditure

Personnel Services	\$ 285,520	\$ 311,536	\$ 364,300	\$ 385,300
Services & Supplies	\$ 3,052,333	\$ 2,974,315	\$ 2,995,200	\$ 3,006,900
Interdepartmental Charges	\$ 57,708	\$ 53,400	\$ 62,300	\$ 62,300
Non-Recurring Costs	\$ 17,040	\$ 28,930	\$ 111,400	\$ 94,200
 Total Department Costs	 <u>\$ 3,412,601</u>	 <u>\$ 3,368,181</u>	 <u>\$ 3,533,200</u>	 <u>\$ 3,548,700</u>

Department Resource Summary

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Funds</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
010 Net General Fund Support	\$ 126,297	\$ 11,578	\$ (59,800)	\$ 175,100
010 General Fund-Cost Recovery	\$ 72,549	\$ 148,978	\$ 306,900	\$ 77,600
907 RDA Almond Gardens Fund	\$ 314,503	\$ 240,109	\$ 252,000	\$ 252,000
932 HA Section 8 Operating Fund	\$ 2,899,252	\$ 2,967,516	\$ 3,031,800	\$ 2,700,000
945 HA Administration Fund	\$ -	\$ -	\$ 2,300	\$ 344,000
 Total Resources	 <u>\$ 3,412,601</u>	 <u>\$ 3,368,181</u>	 <u>\$ 3,533,200</u>	 <u>\$ 3,548,700</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

COMMUNITY DEVELOPMENT DEPARTMENT

Department Summary **Community Development Department**

Department Staffing Summary

<u>Staffing By Division</u>	<u>FY 05/06</u> <u>Actual</u>	<u>FY 06/07</u> <u>Actual</u>	<u>FY 07/08</u> <u>Amended</u>	<u>FY 08/09</u> <u>Recommend</u>
Planning Division	1.68	1.68	1.77	1.77
Housing Division	<u>3.05</u>	<u>3.05</u>	<u>3.05</u>	<u>3.05</u>
Total Staffing By Division	<u>4.73</u>	<u>4.73</u>	<u>4.82</u>	<u>4.82</u>
<u>Staffing By Job Class</u>				
Permanent Staff:				
Community Development Director	0.55	0.55	0.55	0.55
Housing Manager	0.90	0.90	0.90	0.90
Assistant/Associate Planner	0.60	0.60	0.60	0.60
Senior Housing Specialist	1.00	1.00	1.00	0.00
Housing Specialist II	1.00	1.00	1.00	0.00
Housing Specialist I/II	0.00	0.00	0.00	2.00
Administrative Assistant II	<u>0.30</u>	<u>0.30</u>	<u>0.30</u>	<u>0.30</u>
Total Permanent Staff	<u>4.35</u>	<u>4.35</u>	<u>4.35</u>	<u>4.35</u>
Temporary Staff:				
Planning/Public Works Intern	<u>0.38</u>	<u>0.38</u>	<u>0.47</u>	<u>0.47</u>
Total Temporary Staff	<u>0.38</u>	<u>0.38</u>	<u>0.47</u>	<u>0.47</u>
Total Staffing By Job Class	<u>4.73</u>	<u>4.73</u>	<u>4.82</u>	<u>4.82</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

COMMUNITY DEVELOPMENT DEPARTMENT

Department Summary

Community Development Department

FY 2007-08 Department Achievements

Planning:

- Completed the entitlement process for the following: Walters Road & Highway 12 Commercial, MSW Courtyard, Bridge Affordable Housing Project, Bancor Housing Project, McCoy Creek Mixed-Use Development and Amberwood Subdivision.
- Continued facilitation in the processing of two major and ongoing projects: Trumark/Gentry Annexation/Suisun Market Place project and Main Street West development.
- Continued participation in the formation of Community Facilities District No. 2 that will recover 80% of the costs for Police, Fire, Park Maintenance and Storm Drainage services.
- Continued facilitation with Laurin and Associates to address housing program related needs. Outcomes from this consultant agreement include:
 - Completion of the annual Housing Report.
 - Initiation of a review of housing unit production to determine units needed to meet affordable housing requirements.
 - Coordination and implementation of a Work Force Reward Housing Grant awarded of up to \$280,000 for capital improvements.

Housing Authority:

- Maintained 100% lease-up rate of 318 units.
- Continued open wait list and outreach to community to find those qualified to receive assistance and issued 45 vouchers to new participants.
- Completed revision of Briefing Packets for new Section 8 participants.
- Completed the first procedure manual for Housing Authority staff and will continue to update as needed.
- Started work on manual for management of the Section 8 program.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

COMMUNITY DEVELOPMENT DEPARTMENT

Department Summary

Community Development Department

FY 2008-09 Department Goals

Planning

- Ongoing review of streamlining the development review and permitting process.
- Process planning applications in a timely and efficient manner to support City's economic development objectives.
- Review and update land-use policy guidelines to meet the City's development objectives.
- Review alternatives for updating the General Plan.
- Facilitate the annexation of property in conjunction with the Peterson Road improvement project.

Housing

- Continue to maintain 100% lease-up rate of 318 units.
- Continual and ongoing monitoring of open wait list and outreach to community to find those qualified to receive assistance.
- Ongoing updated and revisions as necessary of the completed Briefing Packets for new Section 8 participants.
- Ongoing purging of wait list by sending update to all active applicants.
- Continue to update the procedure manual for Housing Authority staff.
- Work towards completion of manual for management of the Section 8 program.
- Continue to improve application process and update forms to be more concise.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

COMMUNITY DEVELOPMENT DEPARTMENT

Division Summary

Fund No.: 010

Planning Division

Division No. 3410

Division Description

The Planning Division is responsible for all current and advanced land use planning in the community. The division supports the Suisun Redevelopment Agency in its efforts to create reinvestment in the community, assists all City departments in the planning and coordination of development projects, and facilitates the development of affordable housing. Staff processes land use applications, environmental documentation, as well as General Plan Amendments in compliance with zoning, subdivision and land use regulations.

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Division Budget By Object</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
Personnel Services	\$ 102,630	\$ 109,812	\$ 131,300	\$ 140,900
Services & Supplies	\$ 88,806	\$ 38,628	\$ 40,300	\$ 26,600
Interdepartmental Charges	\$ -	\$ -	\$ -	\$ -
Non-Recurring Costs	\$ 7,410	\$ 12,116	\$ 75,500	\$ 85,200
Total Division Costs	<u>\$ 198,846</u>	<u>\$ 160,556</u>	<u>\$ 247,100</u>	<u>\$ 252,700</u>

Division Budget By Program

Current & Advanced Planning	<u>\$ 198,846</u>	<u>\$ 160,556</u>	<u>\$ 247,100</u>	<u>\$ 252,700</u>
Total Division Costs	<u>\$ 198,846</u>	<u>\$ 160,556</u>	<u>\$ 247,100</u>	<u>\$ 252,700</u>

Total Division Staffing

Current & Advanced Planning Program	<u>1.68</u>	<u>1.68</u>	<u>1.77</u>	<u>1.77</u>
Total Division Staffing	<u>1.68</u>	<u>1.68</u>	<u>1.77</u>	<u>1.77</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

COMMUNITY DEVELOPMENT DEPARTMENT

Division Summary

Planning Division

Fund No.: 010

Division No. 3410

FY 2008-09 Work Program

Planning:

- Serve as the lead entity in streamlining the development review and permitting process. Areas to be addressed include internal and external coordination, elimination of duplication of effort, and concurrent processing opportunities and communication, with the resulting processes and procedures to be documented, including use of information technology.
- Expedite major development proposals that impact the City's future ability to generate revenue including the Trumark (Gentry Annexation/Suisun Market Place) project and Main Street West.
- Ongoing project facilitation including Walters Road & Highway 12 commercial, Main Street West and other projects with the Redevelopment Agency.
- Review and update land use and related policies, for Commission and Council consideration, as an initial step to ensure remaining development opportunities are consistent with current community goals and interests.
- Implement the goals and policies of the 2005 Housing Element, as well as initiate the process to update the element during FY 2008-09.
- Assist in the preparation and implementation of the Redevelopment Agency Five-Year Implementation Plan.

FY 2008-09 Proposed Service Refinements

**Cost/
(Costs)**

- | | |
|--|----------|
| • Ergonomic office furnishings to improve office safety. | \$1,200 |
| • Computer equipment, software. | 3,000 |
| • Travel & professional growth. | 7,500 |
| • Professional Studies: | 61,000 |
| • One-time Professional Services. | \$11,000 |
| • Housing Element Update (re-budget). | 50,000 |

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

COMMUNITY DEVELOPMENT DEPARTMENT

Division Summary	Housing Division
Fund Nos.: 932, 945, 907	Division Nos. 3450, 3455, 3480, 3490, 3495

Division Description

The Housing Division manages the Section 8 Rental Assistance Voucher Program, which is a federally funded program that provides rental assistance to low-income households residing in privately owned housing.

The Housing Division continues to coordinate the management contract for Almond Gardens including regular inspections to ensure that the property is maintained to acceptable levels. This responsibility was historically assigned to Agency staff.

<u>Division Budget By Object</u>	<u>FY 05/06 Actual</u>	<u>FY 06/07 Actual</u>	<u>FY 07/08 Amended</u>	<u>FY 08/09 Recommend</u>
Personnel Services	\$ 182,890	\$ 201,724	\$ 233,000	\$ 244,400
Services & Supplies	\$ 2,963,527	\$ 2,935,687	\$ 2,954,900	\$ 2,980,300
Interdepartmental Charges	\$ 57,708	\$ 53,400	\$ 62,300	\$ 62,300
Non-Recurring Costs	\$ 9,630	\$ 16,814	\$ 35,900	\$ 9,000
Total Division Costs	\$ 3,213,755	\$ 3,207,625	\$ 3,286,100	\$ 3,296,000

<u>Division Budget By Program</u>	<u>FY 05/06 Actual</u>	<u>FY 06/07 Actual</u>	<u>FY 07/08 Amended</u>	<u>FY 08/09 Recommend</u>
HA Housing Choice Vouchers	\$ 2,530,108	\$ 2,514,008	\$ 2,657,100	\$ 2,300,000
HA Section 8 Incomig	\$ 368,603	\$ 453,508	\$ 350,900	\$ 400,000
Hsg Authority/Administration	\$ -	\$ -	\$ 2,300	\$ 344,000
HA Housing Trust Fund	\$ 541	\$ -	\$ 23,800	\$ -
Almond Gardens Program	\$ 314,503	\$ 240,109	\$ 252,000	\$ 252,000
Total Division Costs	\$ 3,213,755	\$ 3,207,625	\$ 3,286,100	\$ 3,296,000

<u>Total Division Staffing</u>	<u>FY 05/06</u>	<u>FY 06/07</u>	<u>FY 07/08</u>	<u>FY 08/09</u>
HA Housing Choice Vouchers Program	3.05	3.05	3.05	3.05
HA Sectio 8 Incomig Program	0.00	0.00	0.00	0.00
HA Housing Turst Fund	0.00	0.00	0.00	0.00
Almond Gardens Program	0.00	0.00	0.00	0.00
Total Division Staffing	3.05	3.05	3.05	3.05

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

COMMUNITY DEVELOPMENT DEPARTMENT

Division Summary	Housing Division
Fund Nos.: 932, 945, 907	Division Nos. 3450, 3455, 3480, 3490, 3495

FY 2008-09 Work Program

- Continue to maintained 100% lease-up rate of 318 units.
- Continue ongoing monitoring of open wait list and outreach to community to find those qualified to receive assistance.
- Ongoing updated and revisions as necessary of the completed Briefing Packets for new Section 8 participants.
- Ongoing purging of wait list by sending update to all active applicants.
- Continue to update the procedure manual for Housing Authority staff.
- Work towards completion of manual for management of the Section 8 program.
- Continue to improve application process and update forms to be more concise.

FY 2008-09 Proposed Service Refinements

**Cost/
(Savings)**

Professional Contract Services increase to cover additional potential cost for computer software upgrades.

\$3,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

NOTES

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

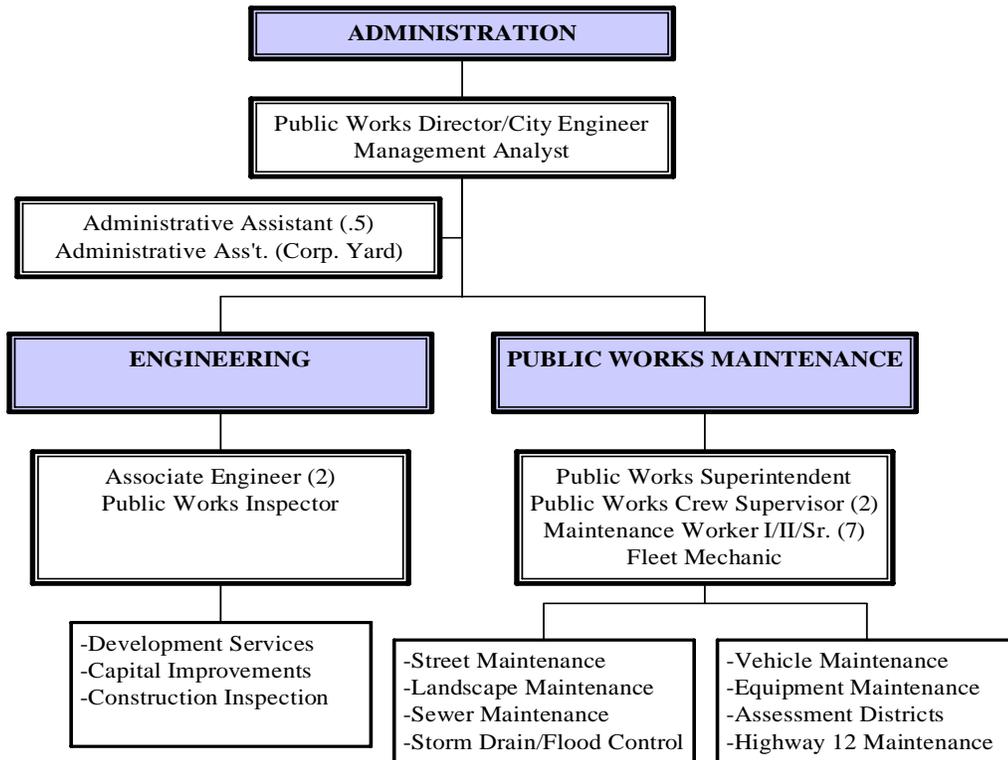
PUBLIC WORKS DEPARTMENT

The Public Works Department administers and coordinates various departmental activities and programs. The three divisions within the department include: Administration, Engineering and Maintenance.

Departmental activities include capital improvement program implementation, construction management, construction inspection, design, land development review, transportation, and recycling program. The Maintenance Division provides a diverse array of services including street maintenance and repair, street sweeping, roadside litter and debris removal, streetlight & traffic signal maintenance, maintenance & repair of sanitary sewer lines ten inches in size and smaller, maintenance & repair of the storm water collection system, flood channel maintenance, landscape maintenance, and equipment & vehicle maintenance excluding emergency vehicles.

The Public Works Department also advises the City Manager and City Council on all public works funding issues and coordinates with multiple outside agencies including FSSD, SSWA, SID, STA and CalTrans among others.

PUBLIC WORKS DEPARTMENT



CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

PUBLIC WORKS DEPARTMENT

Department Summary

Public Works Department

Department Expenditure Summary

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Cost By Division</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
Public Works Administration Division	\$ 23,456	\$ 23,326	\$ 392,200	\$ 362,700
Public Works Engineering Division	\$ 390,271	\$ 445,650	\$ 518,300	\$ 387,400
Public Works Maintenance Division	\$ 2,091,569	\$ 2,403,181	\$ 2,545,700	\$ 2,137,500
 Total Department Costs	 <u>\$ 2,505,296</u>	 <u>\$ 2,872,157</u>	 <u>\$ 3,456,200</u>	 <u>\$ 2,887,600</u>

Cost By Object of Expenditure

Personnel Services	\$ 539,355	\$ 547,132	\$ 773,200	\$ 809,800
Services & Supplies	\$ 1,020,609	\$ 1,201,888	\$ 1,139,900	\$ 980,500
Interdepartmental Charges	\$ 933,042	\$ 1,095,077	\$ 1,173,700	\$ 908,300
Non-Recurring Costs	\$ 12,290	\$ 28,060	\$ 369,400	\$ 189,000
 Total Department Costs	 <u>\$ 2,505,296</u>	 <u>\$ 2,872,157</u>	 <u>\$ 3,456,200</u>	 <u>\$ 2,887,600</u>

Department Resource Summary

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Funds</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
010 Net General Fund Support	\$ 71,882	\$ 145,670	\$ 339,400	\$ 248,400
010 General Fund-Cost Recovery	\$ 487,539	\$ 425,089	\$ 545,200	\$ 481,100
105 Gas Tax Fund	\$ 602,069	\$ 744,382	\$ 718,600	\$ 513,900
Var. Solid Waste Diversion Funds	\$ 23,456	\$ 23,326	\$ 184,400	\$ 153,100
185 Sewer Maintenance Fund	\$ 110,317	\$ 169,074	\$ 208,900	\$ 248,800
190 Storm Drain/Flood Channel Maint. Fu	\$ 216,690	\$ 144,670	\$ 178,500	\$ 180,900
460 Highway 12 Landscaping Contract Fu	\$ 38,813	\$ 48,990	\$ 40,500	\$ 50,000
705 Vehicle Maintenance Fund	\$ 115,938	\$ 159,170	\$ 170,700	\$ 125,500
706 Vehicle Acquisition Fund	\$ -	\$ 8,400	\$ -	\$ 19,800
Var. Maintenance Assessment Districts	\$ 838,592	\$ 1,003,386	\$ 1,070,000	\$ 866,100
 Total Resources	 <u>\$ 2,505,296</u>	 <u>\$ 2,872,157</u>	 <u>\$ 3,456,200</u>	 <u>\$ 2,887,600</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

PUBLIC WORKS DEPARTMENT

Department Summary

Public Works Department

Department Staffing Summary

<u>Staffing By Division</u>	<u>FY 05/06 Actual</u>	<u>FY 06/07 Actual</u>	<u>FY 07/08 Amended</u>	<u>FY 08/09 Recommend</u>
Public Works Administration Division	1.26	1.04	2.27	1.91
Public Works Engineering Division	4.19	4.35	2.90	3.27
Public Works Maintenance Division	<u>12.99</u>	<u>13.53</u>	<u>13.69</u>	<u>12.90</u>
Total Staffing By Division	<u>18.44</u>	<u>18.92</u>	<u>18.86</u>	<u>18.08</u>

Staffing By Job Class

Permanent Staff:

Public Works Director/City Engineer	1.00	1.00	1.00	1.00
Assistant/Associate Engineer	2.00	2.00	2.00	2.00
Management Analyst	0.00	1.00	1.00	1.00
Marketing Manager	0.10	0.10	0.10	0.06
Public Works Inspector	1.00	1.00	1.00	1.00
Public Works Superintendent	1.00	1.00	1.00	1.00
Public Works Supervisor	0.00	2.00	2.00	2.00
Public Works Foreman	1.00	0.00	0.00	0.00
Landscape Foreman	1.00	0.00	0.00	0.00
Maintenance Worker I/II	7.00	7.00	7.00	7.00
Administrative Assistant II	0.00	0.00	0.55	0.55
Administrative Assistant I	0.65	1.65	1.00	1.00
Fleet Mechanic	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Permanent Staff	<u>15.75</u>	<u>17.75</u>	<u>17.65</u>	<u>17.61</u>

Temporary Staff:

Contract Engineer	0.46	0.00	0.00	0.00
Maintenance Worker II - PT	0.46	0.46	0.46	0.00
Maintenance Worker I - PT	0.77	0.71	0.28	0.00
Administrative Assistant I - PT	1.00	0.00	0.00	0.00
Planning/Public Works Intern	<u>0.00</u>	<u>0.00</u>	<u>0.47</u>	<u>0.47</u>
Total Temporary Staff	<u>2.69</u>	<u>1.17</u>	<u>1.21</u>	<u>0.47</u>
Total Staffing By Job Class	<u>18.44</u>	<u>18.92</u>	<u>18.86</u>	<u>18.08</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

PUBLIC WORKS DEPARTMENT

Department Summary

Public Works Department

FY 2007-08 Department Achievements

Administration:

- Coordinated and developed the City's Five-Year Capital Improvement Plan.
- Organized and mapped the citywide MAD, CFD, & PAD. Developed work plans for the different districts, identified funding shortfalls and worked within available funding.
- Initiated franchise agreement negotiations with Solano Garbage Company to provide better services to Suisun City residents and the City.
- Completed digitizing and organizing all engineering drawings, while also coordinating with the Building Department to incorporate engineering drawings and information into the City GIS system and digital file management system.

Engineering:

- Completed the 2007 Slurry Seal Project (70 Streets) and 2007 Overlay Project (Chipman Lane).
- Awarded a construction contract for the Railroad/Sunset Avenues Intersection Improvements. Project is also being constructed in conjunction with the City of Fairfield East-West Water Transmission Pipeline Project.
- Awarded design contract Harbor Center Street Extension Project and awarded construction contract for Phase I Construction for undergrounding overhead utilities, joint trench, water main relocation and sanitary sewer main extension.
- Secured over \$1,000,000 in grant funding, including the \$900,000 grant for the Safe Routes to School Program for the Class I bicycle/pedestrian path to serve Crystal Middle School & Crescent Elementary School.

Public Works Maintenance:

- Completed the Storm Channel/Streams Maintenance Project.
- Replaced all 1,200 street signs citywide with new City street name signs.
- Assisted in the 2007 Slurry Seal Project by completing 100,554 square feet of street patching, 3 linear miles of crack sealing and 63 hours of pothole repair.
- Supported and assisted City departments with neighborhood clean-up days, City events and other City priorities.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

PUBLIC WORKS DEPARTMENT

Department Summary

Public Works Department

FY 2008-09 Department Goals

- **Provide efficient and effective maintenance and upkeep of the City's public infrastructure:** Continue to provide maintenance and upkeep of public infrastructure, reduce community safety concerns and participate in citywide beautification efforts.
- **Effective fiscal management of the department's multiple funding sources:** Educate supervisory and management staff on the complexities of the department budgets to ensure available resources are used in the most effective manner possible. Continue to seek grant funding and other financial resource opportunities in order to bring more capital projects to fruition.
- **Maintain open and effective communication:** Utilize open and effective communication with all stakeholders involved or impacted by assigned activities, including other City departments, developers, architects, engineers and property owners to ensure that all involved parties understand project status, roles and responsibilities for set tasks and timelines.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

PUBLIC WORKS DEPARTMENT

Division Summary	Public Works Administration Division
Fund No.: 010	Division No. 6005

Division Description

The Public Works Administration Division provides general direction and supervision to all of the activities of the Public Works Department. Division staff assumes responsibility for all assessment district engineering and management of the pavement management system, and provides staff support to interagency and intra-agency advisory committees, boards, and commissions. The division also administers the AB 939 Solid Waste Diversion program for the City.

This division was broken out from the Public Works Engineering Division in FY 2007-08. The budget history reflects this reorganization.

<u>Division Budget By Object</u>	<u>FY 05/06</u> <u>Actual</u>	<u>FY 06/07</u> <u>Actual</u>	<u>FY 07/08</u> <u>Amended</u>	<u>FY 08/09</u> <u>Recommend</u>
Personnel Services	\$ 8,121	\$ 8,960	\$ 189,900	\$ 206,500
Services & Supplies	\$ 12,419	\$ 11,450	\$ 27,800	\$ 24,500
Interdepartmental Charges	\$ 2,916	\$ 2,916	\$ 2,900	\$ 2,900
Non-Recurring Costs	\$ -	\$ -	\$ 171,600	\$ 128,800
Total Division Costs	<u>\$ 23,456</u>	<u>\$ 23,326</u>	<u>\$ 392,200</u>	<u>\$ 362,700</u>

Division Budget By Program

PW Administration Program	\$ -	\$ -	\$ 160,200	\$ 154,000
SSWA Support Program	\$ -	\$ -	\$ 47,600	\$ 55,600
Solid Waste Diversion Programs	<u>\$ 23,456</u>	<u>\$ 23,326</u>	<u>\$ 184,400</u>	<u>\$ 153,100</u>
Total Division Costs	<u>\$ 23,456</u>	<u>\$ 23,326</u>	<u>\$ 392,200</u>	<u>\$ 362,700</u>

Total Division Staffing

Public Works Administration Program	0.00	0.00	1.25	1.25
Solid Waste Diversion Program	0.10	0.10	0.10	0.16
SSWA Support Programs	<u>1.16</u>	<u>0.94</u>	<u>0.92</u>	<u>0.50</u>
Total Division Staffing	<u>1.26</u>	<u>1.04</u>	<u>2.27</u>	<u>1.91</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

PUBLIC WORKS DEPARTMENT

Division Summary

Public Works Administration Division

Fund No.: 010

Division No. 6005

FY 2008-09 Work Program

- Continue to monitor all Maintenance Assessment District (MAD) budgets on a consistent basis. Evaluate and update action plans to address MAD's with funding shortfalls. Include consideration of balloting for rate increases for FY 2009-10.
- Participate in the renegotiation of the Solano Garbage Company franchise agreement to provide better service to the residents and the City.
- Work with local agencies to ensure that City construction activities are compatible with efforts underway with outside agencies.
- Work with staff and the County Solid Waste Local Task Force to further develop the City's citywide recycling efforts.
- Review, evaluate and update City ordinances relating to sidewalks, signs and trees to better reflect City's needs.
- Review all Public Works fees and methodology, and propose revisions as necessary.

FY 2008-09 Proposed Service Refinements

**Cost/
(Savings)**

- Solid Waste Diversion Contingencies. \$156,500

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

PUBLIC WORKS DEPARTMENT

Division Summary

Engineering Services Division

Fund No.: 010

Division No. 6010

Division Description

The Engineering Division consists of two program areas: capital improvement projects and development services. Engineering services and technical support in the capital project area includes: project management, design, plan checking, construction inspection and solicitation of grant monies and other funding sources to make projects happen. Staff likewise ensures that all engineering and construction projects are in compliance with federal and state mandates.

On the development services side, staff reviews plans and specifications of proposed private development projects to ensure consistency with applicable rules, regulations and policies. Once construction begins, staff inspects the construction of public improvements associated with such projects to ensure that development occurs consistent with approved plans and specifications.

<u>Division Budget By Object</u>	FY 05/06	FY 06/07	FY 07/08	FY 08/09
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
Personnel Services	\$ 273,068	\$ 375,702	\$ 347,200	\$ 305,700
Services & Supplies	\$ 105,683	\$ 50,488	\$ 66,400	\$ 24,200
Interdepartmental Charges	\$ 2,841	\$ 13,075	\$ 32,000	\$ 27,800
Non-Recurring Costs	<u>\$ 8,679</u>	<u>\$ 6,385</u>	<u>\$ 72,700</u>	<u>\$ 29,700</u>
 Total Division Costs	 <u>\$ 390,271</u>	 <u>\$ 445,650</u>	 <u>\$ 518,300</u>	 <u>\$ 387,400</u>
 <u>Division Budget By Program</u>				
Engineering Services Program	<u>\$ 390,271</u>	<u>\$ 445,650</u>	<u>\$ 518,300</u>	<u>\$ 387,400</u>
 Total Division Costs	 <u>\$ 390,271</u>	 <u>\$ 445,650</u>	 <u>\$ 518,300</u>	 <u>\$ 387,400</u>
<u>Total Division Staffing</u>				
Engineering Services Program	<u>4.19</u>	<u>4.35</u>	<u>2.9</u>	<u>3.27</u>
 Total Division Staffing	 <u>4.19</u>	 <u>4.35</u>	 <u>2.90</u>	 <u>3.27</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

PUBLIC WORKS DEPARTMENT

Division Summary

Engineering Services Division

Fund No.: 010

Division No. 6010

FY 2008-09 Work Program

- Inspect infrastructure improvements for CIP Projects and development projects.
- Award and/or complete construction contracts for:
 - 2008 Street Improvement Project (up to 34 Streets using rubberized asphalt).
 - Harbor Center Street Extension Project.
 - Sunset and Railroad Intersection Improvement Project.
 - Suisun Channel Dredging and Pierce Island Rehabilitation.
 - Central County Bikeway Gap Closure Bikeway (Marina to Transit Center) and McCoy Creek Phase I Bikeway (Highway 12 to Pintail along the McCoy Creek Channel service road).
 - Renovation improvements of Goepf Park.
 - Waterfront Rip Rap and Railings Improvements.
- Complete the Highway 12 right-of-way plans and utility easements.
- Continue to coordinate with Solano County on the Petersen Road Project environmental, right-of-way, design and construction of this project.
- Complete a comprehensive Sewer Master Plan to assess the existing system condition and develop a comprehensive capital improvement program for the areas of need. Coordinate this plan with the FSSD 5-Year sewer maintenance TV program.
- Complete a comprehensive Storm Drainage Master Plan, including the identification of improvements along Worley Road and Railroad Avenue and coordination with local agencies, City of Fairfield and Fairfield-Suisun Sewer District, to develop a plan for monetary contribution of upstream contributors to Suisun City's historical drainage problem.
- Complete the Lawler Falls Park repair.

FY 2008-09 Proposed Service Refinements

**Cost/
(Savings)**

None.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

PUBLIC WORKS DEPARTMENT

Division Summary

Public Works Maintenance Division

Fund Nos.: 010, 105, 185, 190, 705, 706, & 713

Division No. Numerous

Division Description

The Public Works Maintenance Division provides the following maintenance services:

- **Street Maintenance** - Responsible for the day-to-day maintenance and repair of the approximately 75 miles of City streets and associated facilities within the street system.
- **Landscape Maintenance** - Responsible for tree, turf, plant care, weed abatement, and irrigation system maintenance and repair for over 2,500 trees, 46 acres of developed parks, 20 acres of canal and other weed abatement land and 73 acres of other City property including City rights-of-way.
- **Sewer Maintenance** - Responsible for the maintenance and repair of 53 miles of sanitary sewer lines within the City limits that are ten inches in diameter and smaller.
- **Storm Drain & Flood Control Maintenance** - Responsible for the cleaning, maintenance and repair of over 1,000 storm water inlets (SWI's) and over 42 miles of underground storm drain pipe.
- **Vehicle & Equipment Maintenance** – Responsible for the maintenance and replacement of City vehicles and equipment.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

PUBLIC WORKS DEPARTMENT

Division Summary	Public Works Maintenance Division
Fund Nos.: 010, 105, 185, 190, 705, 706, & 713	Division No. Numerous

<u>Division Budget By Object</u>	<u>FY 05/06</u>	<u>FY 06/07</u>	<u>FY 07/08</u>	<u>FY 08/09</u>
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
Personnel Services	\$ 258,166	\$ 162,470	\$ 236,100	\$ 297,600
Services & Supplies	\$ 902,507	\$ 1,139,950	\$ 1,045,700	\$ 931,800
Interdepartmental Charges	\$ 927,285	\$ 1,079,086	\$ 1,138,800	\$ 877,600
Non-Recurring Costs	<u>\$ 3,611</u>	<u>\$ 21,675</u>	<u>\$ 125,100</u>	<u>\$ 30,500</u>
 Total Division Costs	 <u>\$ 2,091,569</u>	 <u>\$ 2,403,181</u>	 <u>\$ 2,545,700</u>	 <u>\$ 2,137,500</u>

Division Budget By Program

Sewer Maintenance	\$ 110,317	\$ 169,074	\$ 208,900	\$ 248,800
Storm Drain/Flood Maint.	\$ 216,690	\$ 144,670	\$ 178,500	\$ 180,900
Street Maintenance Program	\$ 602,069	\$ 744,382	\$ 718,600	\$ 513,900
Highway 12 Maintenance	\$ 38,813	\$ 48,990	\$ 40,500	\$ 50,000
Landscape Maintenance	\$ 169,150	\$ 125,109	\$ 158,500	\$ 132,500
Veh/Eq Maint. Program	\$ 115,938	\$ 159,170	\$ 170,700	\$ 125,500
Veh/Eq Replacement	\$ -	\$ 8,400	\$ -	\$ 19,800
Maintenance Assessment Districts	<u>\$ 838,592</u>	<u>\$ 1,003,386</u>	<u>\$ 1,070,000</u>	<u>\$ 866,100</u>
 Total Division Costs	 <u>\$ 2,091,569</u>	 <u>\$ 2,403,181</u>	 <u>\$ 2,545,700</u>	 <u>\$ 2,137,500</u>

Total Division Staffing

Street Maintenance Program	3.79	3.60	3.64	3.39
Landscape Maintenance Program	2.42	1.97	1.97	1.85
Sewer Maintenance Program	1.19	1.08	1.08	1.02
Storm Drain & Flood Maint. Program	0.62	0.98	0.98	0.92
Vehicle Maintenance Program	0.60	0.60	0.70	0.70
Equipment Maintenance Program	0.40	0.40	0.50	0.50
MADs/ PADs/Zone/Events Program	3.56	4.50	4.42	4.14
Highway 12 Maintenance	<u>0.41</u>	<u>0.40</u>	<u>0.40</u>	<u>0.38</u>
 Total Division Staffing	 <u>12.99</u>	 <u>13.53</u>	 <u>13.69</u>	 <u>12.90</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

PUBLIC WORKS DEPARTMENT

Division Summary

Public Works Maintenance Division

Fund Nos.: 010, 105, 185, 190, 705, 706, & 713

Division No. Numerous

FY 2008-09 Work Program

- Provide crew and equipment support for the Fourth of July, Christmas events and any other special City projects that may arise.
- Provide routine maintenance to City streetlights, traffic signals, streets, sidewalks curbs and gutters to include crack sealing, paving utility patches, grinding trip hazards and replacing sections of sidewalk/curb/gutter; maintaining and replacing signage and pavement markings, and regularly sweeping all public streets.
- Maintain all City landscaping and supporting irrigation systems including weed abatement on all City and RDA parcels of land, Highway 12, bike paths and drainage canals.
- Implement annual sewer system and storm drain cleaning. Coordinate with FSSD and its five-year video survey of existing sewer pipes. Continue to provide 24/7 emergency response to problems with these systems. Undertake minor replacement and repairs as necessary. Clear out major obstructions in flood control channels.
- Maintain City vehicles and equipment. Evaluate fleet services provided and the feasibility to improve and expand services. Continue working with the Financial Services Manager to develop an enhanced vehicle replacement program.
- Coordinate within department to improve record keeping.

FY 2008-09 Proposed Service Refinements

**Cost/
(Savings)**

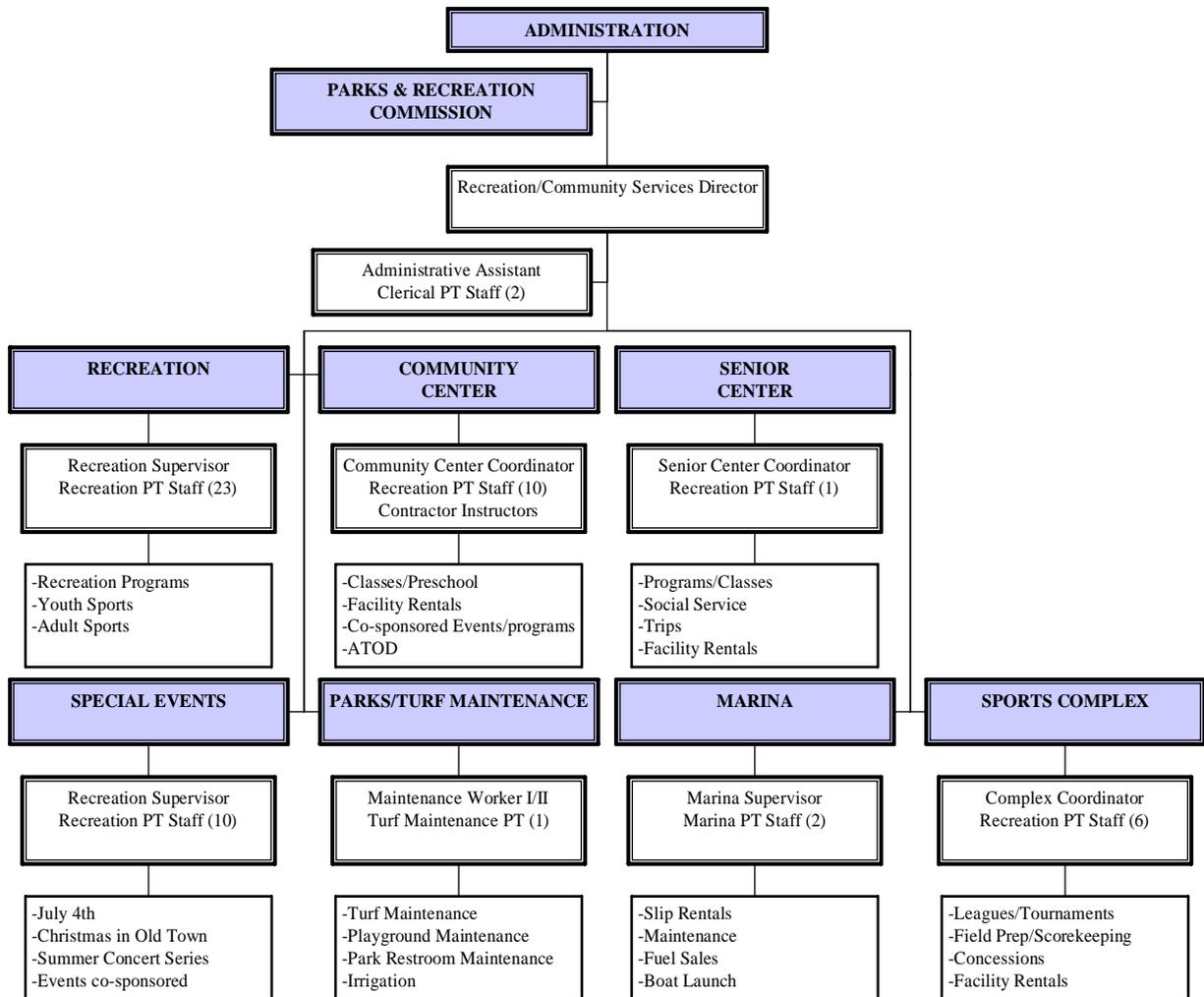
- Replace two aging vehicles as part of the vehicle replacement program. \$45,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

RECREATION AND COMMUNITY SERVICES DEPARTMENT

The Recreation and Community Services Department provides programs, activities, facilities rentals, park maintenance and social services in seven divisions. Most of the programs and rental functions are fee based through registrations and/or reservations managed through the department office located in the Joseph A. Nelson Community Center. The marina operations and senior center are managed with on-site staff. The department is responsible to coordinate and manage the City's RDA-funded events and General Fund maintained parks, playgrounds, restrooms and turf.

RECREATION & COMMUNITY SERVICES DEPARTMENT



CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

RECREATION AND COMMUNITY SERVICES DEPARTMENT

Department Summary **Recreation & Community Services Department**

Department Expenditure Summary

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Cost By Division</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
Recreation	\$ 501,694	\$ 650,132	\$ 803,300	\$ 713,600
Recreational Landscaping	\$ 194,415	\$ 185,623	\$ 237,200	\$ 247,600
Special Events	\$ 297,746	\$ 338,387	\$ 411,700	\$ 431,000
Marina	\$ 324,800	\$ 358,069	\$ 420,300	\$ 400,200
Community Center	\$ 186,959	\$ 190,888	\$ 311,300	\$ 302,200
Senior Center	\$ 141,459	\$ 147,983	\$ 160,800	\$ 173,700
Library	\$ 116,032	\$ 123,981	\$ 126,000	\$ 10,000
Total Department Costs	<u>\$ 1,763,105</u>	<u>\$ 1,995,063</u>	<u>\$ 2,470,600</u>	<u>\$ 2,278,300</u>
				\$ -

Cost By Object of Expenditure

Personnel Services	\$ 840,875	\$ 935,923	\$ 1,097,300	\$ 1,143,400
Services & Supplies	\$ 720,814	\$ 822,955	\$ 1,062,300	\$ 862,700
Interdepartmental Charges	\$ 190,164	\$ 197,936	\$ 219,400	\$ 218,000
Non-Recurring Costs	\$ 11,252	\$ 38,249	\$ 91,600	\$ 54,200
Total Department Costs	<u>\$ 1,763,105</u>	<u>\$ 1,995,063</u>	<u>\$ 2,470,600</u>	<u>\$ 2,278,300</u>

Department Resource Summary

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Funds</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
010 Net General Fund Support	\$ 286,843	\$ 444,303	\$ 630,400	\$ 595,600
010 General Fund-Cost Recovery	\$ 769,277	\$ 690,710	\$ 785,800	\$ 664,400
158 Alcohol Tobacco & Other Drugs Gra	\$ 64,024	\$ 86,277	\$ 88,900	\$ 63,700
171 Proposition 49 After-School Fund	\$ -	\$ 53,027	\$ 44,100	\$ 110,000
721 Recreation Trust Fund	\$ 20,415	\$ 24,290	\$ 89,400	\$ 13,400
900 RDA Administration Fund	\$ 297,746	\$ 338,387	\$ 411,700	\$ 431,000
909 RDA Marina Operations Fund	\$ 240,217	\$ 274,733	\$ 325,800	\$ 308,700
919 Marina Fuel Fund	\$ 84,583	\$ 83,336	\$ 94,500	\$ 91,500
Total Resources	<u>\$ 1,763,105</u>	<u>\$ 1,995,063</u>	<u>\$ 2,470,600</u>	<u>\$ 2,278,300</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

RECREATION AND COMMUNITY SERVICES DEPARTMENT

Department Summary Recreation & Community Services Department

Department Staffing Summary

<u>Staffing By Division</u>	<u>FY 05/06 Actual</u>	<u>FY 06/07 Actual</u>	<u>FY 07/08 Amended</u>	<u>FY 08/09 Recommend</u>
Recreation Division	9.26	9.09	9.65	9.65
Recreation Landscaping Maint. Division	2.61	2.61	2.67	2.67
Special Events Division	0.66	0.66	0.88	0.88
Marina Division	1.94	1.94	1.95	1.95
Community Center Division	5.54	5.98	6.40	6.40
Senior Center Division	1.63	1.91	2.02	2.02
Library Division	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
 Total Staffing By Division	 <u>21.64</u>	 <u>22.19</u>	 <u>23.56</u>	 <u>23.56</u>

Staffing By Job Class

Permanent Staff:

Recreation & Com Svcs Director	1.00	1.00	1.00	1.00
Marina Supervisor	1.00	1.00	1.00	1.00
Recreation Supervisor	1.00	1.00	1.00	1.00
Recreation Coordinator	1.00	2.00	2.00	2.00
Administrative Assistant II	1.00	1.00	1.00	1.00
Maintenance Worker I/II	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
 Total Permanent Staff	 <u>7.00</u>	 <u>8.00</u>	 <u>8.00</u>	 <u>8.00</u>

Temporary Staff:

Recreation Specialist Supervisor	0.00	0.00	0.48	0.48
Recreation Specialist II	0.00	0.00	0.93	0.93
Recreation Specialist I	0.00	0.00	1.24	1.24
Recreation Leader/Building Attendent III	0.00	0.00	12.35	12.35
Recreation Leader/Building Attendent II	0.00	0.00	0.56	0.56
Recreation Workers	<u>14.64</u>	<u>14.19</u>	0.00	<u>0.00</u>
 Total Temporary Staff	 <u>14.64</u>	 <u>14.19</u>	 <u>15.56</u>	 <u>15.56</u>
 Total Staffing By Job Class	 <u>21.64</u>	 <u>22.19</u>	 <u>23.56</u>	 <u>23.56</u>

RECREATION AND COMMUNITY SERVICES DEPARTMENT

Department Summary

Recreation & Community Services Department

FY 2007-08 Department Achievements

- **Recreation:** Recreation classes and programs have increased the number of opportunities to participate in family and recreational activities. Parent participation is up as a volunteer role in helping with youth and adult sports. An after-school program was initiated at Dan O. Root Elementary School serving 150 plus students along with intersession opportunities.
- **Marina:** The Marina managed to increase occupancy at a time when fuel prices are higher than they have ever been and the general Delta occupancy trend has gone down. Dock preventative maintenance continues annually as has the replacement of worn out and damaged dock boxes.
- **Recreation Landscaping:** General Fund supported parks and playground maintenance has remained at the level B standard.
- **Special Events:** Special Events had a successful season of free Friday Night concerts along with increased offerings of Sunday Jazz Concerts and Saturday Nights Movies on the Plaza. In general sponsored and co-sponsored events were well attended and trouble free.
- **Senior Center:** Senior Center activities and attendance has increased over 2007. The Center's interior was painted by the Building Department. Furniture and food service items were donated by the F.A.S.T. Lions and Suisun City Kiwanis Clubs, providing for well-attended social events and a more user friendly atmosphere.
- **Community Center:** While the use of the Community Center has leveled off since opening five years ago, there has been an increase of weekday seminars and workshops.
- **Sports Complex:** Sports Complex operations have expanded to include youth tournaments and shared use with Suisun American Little League. Adult softball teams in leagues and tournaments have decreased in size and number. Revenue has decreased as a result of fewer teams and a decreasing number of events and games that has had a negative affect on food concession revenues.

RECREATION AND COMMUNITY SERVICES DEPARTMENT

Department Summary

Recreation & Community Services Department

FY 08-09 Department Goals

- **Recreation** - Continue to offer successful programs, classes and events which will generate revenue to decrease reliance on the General Fund, while exploring new opportunities and partnerships to expand offerings in youth sports and after-school programs. Suisun Elementary Prop. 49 after-school program is entering its third year of a three-year grant and will operate at capacity. Dan O. Root Elementary School after-school program is budgeted to continue to operate with a high level of school-site participation. Other after-school funding sources are being requested to fund the other three Suisun City public schools.
- **Marina** - Provide preventative maintenance to the Marina docks and fixtures, while keeping the year-round occupancy rate over 95%. Work with Public Works to have the marina and boat launch areas dredged and launch parking lot patched and striped in keeping the waterfront a destination for the boating public while generating parking revenue.
- **Recreation Landscaping** - Keep General Fund parks maintained at a level B with seasonal weekly mowing, and playground and public restrooms maintenance. Work with the three Adopt-A-Park groups volunteering to help keep our parks and public places free of trash and weeds. Goepp Park will be going through a renovation project into spring of 2009.
- **Special Events** - Special Events is back for the 2nd season with free Friday night concerts, Saturday night movies on the plaza, Sunday jazz concerts, raising the total number of sponsored or co-sponsored community events to 41 for the FY 2008-09 season, 4 more than FY 2007-08.
- **Senior Center** - Creative senior programming will be offered to meet the needs of our growing senior population. More trips and active programming will be planned for a more active and mobile senior population. Center improvements will be scheduled to enhance the Senior Center's appearance, function and safety.
- **Community Center** - Community Center will explore new marketing opportunities to increase usage and revenue, and new classes to enhance participation. The ATOD City Team will continue to explore partnerships and increase community involvement in middle school before- and after-school programs.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

RECREATION AND COMMUNITY SERVICES DEPARTMENT

- **Sports Complex** - Leagues and tournaments will be more regionally marketed and will be expanding at the sports complex to include all age groups. Cooperative use agreements will be looked at to increase usage and revenue. Staff will address salvage and demolition of the batting cages through the CIP process.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

RECREATION AND COMMUNITY SERVICES DEPARTMENT

Division Summary	Recreation Division
Fund Nos.: 010, 721, 158	Division No. 8600

Division Description

The Recreation Division provides recreational programs to individuals of all ages within the community and is the administrative division for other Departmental programs. The Division's primary function is responsible for youth and adult recreation programs, facilities operations and contract management. Programs range from instructional classes, field sports, basketball, softball, flag football, dance, preschool, sports clinics, facility rentals, after-school programs and special events. The Division's programs, facilities and events reach individuals of all ages and all walks of life.

<u>Division Budget By Object</u>	<u>FY 05/06</u> <u>Actual</u>	<u>FY 06/07</u> <u>Actual</u>	<u>FY 07/08</u> <u>Amended</u>	<u>FY 08/09</u> <u>Recommend</u>
Personnel Services	\$ 309,941	\$ 396,293	\$ 426,200	\$ 413,800
Services & Supplies	\$ 166,046	\$ 233,458	\$ 315,500	\$ 241,300
Interdepartmental Charges	\$ 23,018	\$ 17,991	\$ 22,000	\$ 18,700
Non-Recurring Costs	\$ 2,689	\$ 2,390	\$ 39,600	\$ 39,800
Total Division Costs	<u>\$ 501,694</u>	<u>\$ 650,132</u>	<u>\$ 803,300</u>	<u>\$ 713,600</u>

Division Budget By Program

Recreation Program	\$ 284,864	\$ 345,055	\$ 364,200	\$ 360,700
Recreation Trust Program	\$ 983	\$ -	\$ 500	\$ -
Yahoo Program	\$ 12,723	\$ 18,273	\$ 75,500	\$ -
Crystal AM Program	\$ 6,709	\$ 6,017	\$ 13,400	\$ 13,400
Dan O Root After School	\$ -	\$ -	\$ 56,700	\$ 64,400
Prop. 49/After School	\$ -	\$ 53,027	\$ 44,100	\$ 110,000
ATOD Program	\$ 64,024	\$ 86,277	\$ 88,900	\$ 63,700
Golf Center Program	\$ 2,297	\$ 349	\$ 2,000	\$ 2,700
Softball Program	\$ 130,094	\$ 141,134	\$ 158,000	\$ 98,700
Total Division Costs	<u>\$ 501,694</u>	<u>\$ 650,132</u>	<u>\$ 803,300</u>	<u>\$ 713,600</u>

Total Division Staffing

Recreation Program	6.25	5.97	5.97	5.97
Golf Center Program	0.00	0.00	0.00	0.00
Softball Program	1.68	1.68	2.11	2.11
Recreation Trust Program	0.00	0.00	0.00	0.00
Yahoo Program	0.81	0.90	0.99	0.99
Crystal AM Program	<u>0.52</u>	<u>0.54</u>	0.58	<u>0.58</u>
Total Division Staffing	<u>9.26</u>	<u>9.09</u>	<u>9.65</u>	<u>9.65</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

RECREATION AND COMMUNITY SERVICES DEPARTMENT

Division Summary	Recreation Division
Fund Nos.: 010, 721, 158	Division No. 8600

FY 08-09 Work Program

- Continue to develop and increase programs, classes and uses for the community center that are fee based to cover cost of program delivery.
- Maintain the successful delivery of the department’s Preschool Program at the community center, while maintaining the cost recovery focus.
- Increase the publicity efforts providing a greater awareness of City recreational activities and special events.
- Increase fee-based utilization of City softball complex with tournaments and leagues and use partnerships to increase overall use.
- Run a before- and after-school program for Crystal Middle School with non-General Fund funding sources provided by ATOD grant and FSUSD reimbursements.
- Continue to run an after-school program at Dan O. Root II Elementary School in conjunction with a new Child Development, Inc. before and after school and preschool operation scheduled to begin in FY 08-09.
- Continue to run the Prop. 49 after school program at Suisun Elementary School for the Grant’s 3rd year of the 3 year grant. Staff will be reapplying for the next 3 year cycle.

FY 08-09 Proposed Service Refinements	<u>Cost/Loss</u> <u>(Savings/Revenues)</u>
• Continues the year-to-year funding for an after school Program at Dan O. Root II Elementary School, in case Grant funds are not received.	\$40,000
• Increase of park facilities reservations.	(6,500)
• Increase Departmental cost of phone/internet services.	5,000
• Increase demand on advertising for programming and job Announcements to maintain a large part-time staff	4,000
• Decrease in demand for adult softball programs.	28,400

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

RECREATION AND COMMUNITY SERVICES DEPARTMENT

Division Summary	Recreation Landscaping Maintenance Division
Fund No.: 010	Division No. 8720

Division Description

The Recreation Landscape Maintenance Division is under the management of the Recreation and Community Services Department. The division is responsible for irrigation systems and playground areas along with turf and park maintenance, selected ornamental landscape areas, and restroom maintenance and cleaning and off-season support to Public Works.

<u>Division Budget By Object</u>	FY 05/06 <u>Actual</u>	FY 06/07 <u>Actual</u>	FY 07/08 <u>Amended</u>	FY 08/09 <u>Recommend</u>
Personnel Services	\$ 150,175	\$ 138,630	\$ 160,400	\$ 176,800
Services & Supplies	\$ 26,174	\$ 19,956	\$ 45,800	\$ 39,200
Interdepartmental Charges	\$ 16,896	\$ 26,040	\$ 29,700	\$ 30,400
Non-Recurring Costs	\$ 1,170	\$ 997	\$ 1,300	\$ 1,200
Total Division Costs	<u>\$ 194,415</u>	<u>\$ 185,623</u>	<u>\$ 237,200</u>	<u>\$ 247,600</u>

Division Budget By Program

Recreation Landscaping Maint	<u>\$ 194,415</u>	<u>\$ 185,623</u>	<u>\$ 237,200</u>	<u>\$ 247,600</u>
Total Division Costs	<u>\$ 194,415</u>	<u>\$ 185,623</u>	<u>\$ 237,200</u>	<u>\$ 247,600</u>

Total Division Staffing

Recreation Landscaping Maint. Program	<u>2.61</u>	<u>2.61</u>	2.67	<u>2.67</u>
Total Division Staffing	<u>2.61</u>	<u>2.61</u>	<u>2.67</u>	<u>2.67</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

RECREATION AND COMMUNITY SERVICES DEPARTMENT

Division Summary
Fund No.: 010

Recreation Landscaping Maintenance Division
Division No. 8720

FY 08-09 Work Program

- Maintain General Fund park turf areas at service level B consistent with the budget.
- Continue to upgrade irrigation systems as they are damaged or fail.
- Strive to certify staff as required to inspect and repair playgrounds to include weekly, documented inspections of every City playground.
- Provide winter season support to Public Works as needed.

FY 08-09 Proposed Service Refinements

Cost/Loss
(Savings/Revenues)

- Increase chargeback to assessment areas. (\$13,000)
- Increase in direct charge for fuel. 5,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

RECREATION AND COMMUNITY SERVICES DEPARTMENT

Division Summary	Special Events Division
Fund No.: 900	Division No. 8810

Division Description

The Special Events Division coordinates and facilitates community events that promote activities that reduce blight and blighting influences through the development and redevelopment of the community. Such annual events include: the Fourth of July celebration, the Waterfront Festival, Halloween Parade and Costume Contest, Easter Egg Hunt and Christmas in Old Town, along with co-sponsored support to other Old Town plaza and other community events. Four new events have been proposed to be added for FY 2008-09 building on the success of the 2007-08 season.

<u>Division Budget By Object</u>	<u>FY 05/06</u> <u>Actual</u>	<u>FY 06/07</u> <u>Actual</u>	<u>FY 07/08</u> <u>Amended</u>	<u>FY 08/09</u> <u>Recommend</u>
Personnel Services	\$ 39,517	\$ 53,921	\$ 44,900	\$ 67,000
Services & Supplies	\$ 154,566	\$ 169,269	\$ 229,500	\$ 236,200
Interdepartmental Charges	\$ 103,230	\$ 108,901	\$ 120,300	\$ 117,500
Non-Recurring Costs	\$ 433	\$ 6,296	\$ 17,000	\$ 10,300
 Total Division Costs	 <u>\$ 297,746</u>	 <u>\$ 338,387</u>	 <u>\$ 411,700</u>	 <u>\$ 431,000</u>

<u>Division Budget By Program</u>				
Citywide Events Program	<u>\$ 297,746</u>	<u>\$ 338,387</u>	<u>\$ 411,700</u>	<u>\$ 431,000</u>
 Total Division Costs	 <u>\$ 297,746</u>	 <u>\$ 338,387</u>	 <u>\$ 411,700</u>	 <u>\$ 431,000</u>

<u>Total Division Staffing</u>				
Citywide Events Program	<u>0.66</u>	<u>0.66</u>	0.88	<u>0.88</u>
 Total Division Staffing	 <u>0.66</u>	 <u>0.66</u>	 <u>0.88</u>	 <u>0.88</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

RECREATION AND COMMUNITY SERVICES DEPARTMENT

Division Summary
Fund No.: 900

Special Events Division
Division No. 8810

FY 08-09 Work Program

- Develop partnerships to increase programming and special events, while keeping Fourth of July and Christmas in Old Town as signature Agency events.
- Provide technical direction, monitor events and provide staff support as needed in co-sponsored public events.
- Continue to market aggressively within budget limitations.

FY 08-09 Proposed Service Refinements

Cost/Loss
(Savings/Revenues)

- Increase cost in salary transfers to account for part-time step increase and overtime need to staff events. \$12,900
- Increase cost for entertainment services and contracts. 15,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

RECREATION AND COMMUNITY SERVICES DEPARTMENT

Division Summary
Fund Nos.: 909, 919

Marina Division
Division No. 8900

Division Description

Suisun City Marina provides state-of-the-art, overnight and monthly berthing for boat owners. Marina support services to the boating community include: marina management and operations, vessel pump-out, vessel fueling, pay for parking boat launch, boating safety education, environmental awareness, advertising and participation in water-related activities such as parades, cruise-ins and social activities. The Harbor Master's waterfront location provides tourist and marketing services pertaining to Old Town Suisun City.

<u>Division Budget By Object</u>	FY 05/06	FY 06/07	FY 07/08	FY 08/09
	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
Personnel Services	\$ 103,038	\$ 115,019	\$ 128,300	\$ 133,600
Services & Supplies	\$ 172,696	\$ 178,303	\$ 220,500	\$ 220,600
Interdepartmental Charges	\$ 42,360	\$ 42,363	\$ 43,400	\$ 43,700
Non-Recurring Costs	<u>\$ 6,706</u>	<u>\$ 22,384</u>	<u>\$ 28,100</u>	<u>\$ 2,300</u>
 Total Division Costs	 <u>\$ 324,800</u>	 <u>\$ 358,069</u>	 <u>\$ 420,300</u>	 <u>\$ 400,200</u>

Division Budget By Program

Marina Operations Program	\$ 240,217	\$ 274,733	\$ 325,800	\$ 308,700
Marina Fuel Program	<u>\$ 84,583</u>	<u>\$ 83,336</u>	<u>\$ 94,500</u>	<u>\$ 91,500</u>
 Total Division Costs	 <u>\$ 324,800</u>	 <u>\$ 358,069</u>	 <u>\$ 420,300</u>	 <u>\$ 400,200</u>

Total Division Staffing

Marina Operations Program	1.65	1.65	1.65	1.65
Marina Fuel Program	<u>0.29</u>	<u>0.29</u>	0.29	<u>0.29</u>
 Total Division Staffing	 <u>1.94</u>	 <u>1.94</u>	 <u>1.95</u>	 <u>1.95</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

RECREATION AND COMMUNITY SERVICES DEPARTMENT

Division Summary
Fund Nos.: 909, 919

Marina Division
Division No. 8900

FY 08-09 Work Program

- Continue to provide quality marina tenant, guest and tourist customer service.
- Increase independent sponsored cruise-ins to the marina, while continuing cooperation for Solano Yacht Club cruise-ins.
- Provide preventative maintenance to the marina facilities to ensure an attractive appearance and operable condition.
- Work with RDA staff to develop the promenade and boat launch areas in keeping the waterfront a destination to include new fishing dock, and resurfacing and restriping parking lot.

FY 08-09 Proposed Service Refinements	<u>Cost/Loss</u> <u>(Savings/Revenues)</u>
• Replace/upgrade fueling station hardware and software (CIP)	\$30,000
• Repair fishing pier by boat launch area (CIP)	30,000
• Replace roof on the Harbor Master Building (CIP)	25,000
• Increased rents revenue.	(8,300)

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

RECREATION AND COMMUNITY SERVICES DEPARTMENT

Division Summary	Community Center Division
Fund No.: 010	Division No. 8750

Division Description

The Joseph A. Nelson Community Center in Heritage Park is a 20,530 square foot community focal point and regional destination for the Recreation and Community Services Department. The Community Center has enabled the Department to provide classes, events, recreational activities, partnerships, quality rental spaces and operational offices for all the department's functions. Center Recreation Supervisor also manages the ATOD function through the collaborative direction of the City Team, the before- and after-school programming at Crystal Middle School.

<u>Division Budget By Object</u>	<u>FY 05/06</u> <u>Actual</u>	<u>FY 06/07</u> <u>Actual</u>	<u>FY 07/08</u> <u>Amended</u>	<u>FY 08/09</u> <u>Recommend</u>
Personnel Services	\$ 137,007	\$ 121,544	\$ 226,100	\$ 228,000
Services & Supplies	\$ 49,952	\$ 63,162	\$ 80,200	\$ 74,200
Interdepartmental Charges	\$ -	\$ -	\$ -	\$ -
Non-Recurring Costs	\$ -	\$ 6,182	\$ 5,000	\$ -
 Total Division Costs	 <u>\$ 186,959</u>	 <u>\$ 190,888</u>	 <u>\$ 311,300</u>	 <u>\$ 302,200</u>

<u>Division Budget By Program</u>	<u>FY 05/06</u> <u>Actual</u>	<u>FY 06/07</u> <u>Actual</u>	<u>FY 07/08</u> <u>Amended</u>	<u>FY 08/09</u> <u>Recommend</u>
Community Center Operations	\$ 186,959	\$ 190,888	\$ 311,300	\$ 302,200
 Total Division Costs	 <u>\$ 186,959</u>	 <u>\$ 190,888</u>	 <u>\$ 311,300</u>	 <u>\$ 302,200</u>

<u>Total Division Staffing</u>	<u>FY 05/06</u> <u>Actual</u>	<u>FY 06/07</u> <u>Actual</u>	<u>FY 07/08</u> <u>Amended</u>	<u>FY 08/09</u> <u>Recommend</u>
Community Center Operations Program	5.54	5.98	6.40	6.40
 Total Division Staffing	 <u>5.54</u>	 <u>5.98</u>	 <u>6.40</u>	 <u>6.40</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

RECREATION AND COMMUNITY SERVICES DEPARTMENT

Division Summary
Fund No.: 010

Community Center Division
Division No. 8750

FY 08-09 Work Program

- Continue to increase revenue through rentals, classes and creative uses of the center.
- Continue to schedule classes and programs to meet the needs and desires of the community.
- Explore utilizing different advertising sources.
- Increase the ATOD effectiveness by bringing in partnerships and community participation to the ATOD function.
- Continue to explore grant funding opportunities to open new after-school sites.

FY 08-09 Proposed Service Refinements

Costs/Loss
(Savings/Revenue)

- Increase in rental revenue. (\$5,000)
- Increase in part-time salary transfers due to increased time worked and salary scale increases. 2,600
- Increase for utilities costs. 2,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

RECREATION AND COMMUNITY SERVICES DEPARTMENT

Division Summary	Senior Center Division
Fund No.: 010	Division No. 8760

Division Description

The Senior Center operations include the management of programs for the surrounding community's seniors including social services, nutrition, recreational programs, travel opportunities, and resource and social interaction with other seniors.

<u>Division Budget By Object</u>	<u>FY 05/06</u> <u>Actual</u>	<u>FY 06/07</u> <u>Actual</u>	<u>FY 07/08</u> <u>Amended</u>	<u>FY 08/09</u> <u>Recommend</u>
Personnel Services	\$ 101,197	\$ 110,516	\$ 111,400	\$ 124,200
Services & Supplies	\$ 35,348	\$ 34,826	\$ 44,800	\$ 45,200
Interdepartmental Charges	\$ 4,660	\$ 2,641	\$ 4,000	\$ 3,700
Non-Recurring Costs	\$ 254	\$ -	\$ 600	\$ 600
 Total Division Costs	 <u>\$ 141,459</u>	 <u>\$ 147,983</u>	 <u>\$ 160,800</u>	 <u>\$ 173,700</u>

<u>Division Budget By Program</u>				
Senior Center Operations	\$ 141,459	\$ 147,983	\$ 160,800	\$ 173,700
 Total Division Costs	 <u>\$ 141,459</u>	 <u>\$ 147,983</u>	 <u>\$ 160,800</u>	 <u>\$ 173,700</u>

<u>Total Division Staffing</u>				
Senior Center Operations Program	<u>1.63</u>	<u>1.91</u>	2.02	<u>2.02</u>
 Total Division Staffing	 <u>1.63</u>	 <u>1.91</u>	 <u>2.02</u>	 <u>2.02</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

RECREATION AND COMMUNITY SERVICES DEPARTMENT

Division Summary
Fund No.: 010

Senior Center Division
Division No. 8760

FY 08-09 Work Program

- Provide new program opportunities to Suisun City’s growing senior population.
- Maintain and provide social services to seniors within resources available.
- Continue to work together with the Senior Partners and service clubs to raise revenue and to purchase needed capital items for the center.
- Provide more programs and opportunities for a more active incoming senior population.
- Work with other City Departments to improve the appearance and function of the Senior Center.

FY 08-09 Proposed Service Refinements

Costs/Loss
(Savings/Revenues)

- Decrease in rental and program revenues. \$3,100
- Part-time salary cost increase to meet center use demand and step increase. 3,920
- Increased advertising for Senior programs and events. 2,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

RECREATION AND COMMUNITY SERVICES DEPARTMENT

Division Summary
Fund No.: 010

Library Division
Division No. 8732

Division Description

A new Suisun City Branch library is scheduled to open in June of 2008 in Hall Park, through a joint project involving Solano County Library, Fairfield-Suisun Unified School District, Agency and Suisun City. Once it is open, the Recreation & Community Services and Public Works Departments will be responsible for outside grounds maintenance, as well as certain shared building maintenance costs as provided in the library services agreement with the County and FSUSD. Solano County Library will provide the management and operational functions.

<u>Division Budget By Object</u>	<u>FY 05/06</u> <u>Actual</u>	<u>FY 06/07</u> <u>Actual</u>	<u>FY 07/08</u> <u>Amended</u>	<u>FY 08/09</u> <u>Recommend</u>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Services & Supplies	\$ 116,032	\$ 123,981	\$ 126,000	\$ 6,000
Interdepartmental Charges	\$ -	\$ -	\$ -	\$ 4,000
Non-Recurring Costs	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
 Total Division Costs	 <u>\$ 116,032</u>	 <u>\$ 123,981</u>	 <u>\$ 126,000</u>	 <u>\$ 10,000</u>

Division Budget By Program

Library/Lease & Maintenance	<u>\$ 116,032</u>	<u>\$ 123,981</u>	<u>\$ 126,000</u>	<u>\$ 10,000</u>
 Total Division Costs	 <u>\$ 116,032</u>	 <u>\$ 123,981</u>	 <u>\$ 126,000</u>	 <u>\$ 10,000</u>

Total Division Staffing

Library Lease Payments Program	<u>0.00</u>	<u>0.00</u>	0.00	<u>0.00</u>
 Total Division Staffing	 <u>0.00</u>	 <u>0.00</u>	 <u>0.00</u>	 <u>0.00</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

RECREATION AND COMMUNITY SERVICES DEPARTMENT

Division Summary
Fund No.: 010

Library Division
Division No. 8732

FY 08-09 Work Program

- Work with the Solano County Library and Fairfield-Suisun Unified School district to market the Suisun City branch library in Hall Park.
- Continue to partnership with the Library to offer programs in the Nelson Community Center during the summer months.
- Maintain grounds surrounding the new library at a level “B”.

FY 08-09 Proposed Service Refinements

Cost/Loss
(Savings/Revenues)

None.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

NON-DEPARTMENTAL

The Non-Departmental budget provides a cost center to account for a variety of City expenditures that are not attributable to a specific department or program. These expenditures include: liability and property self-insurance premiums, memberships, and other Citywide costs. With the approval of the FY 2006-07 budget, costs associated with City Attorney services have been appropriated in this budget. For comparison purposes, the historical costs for these attorney services have been incorporated below.

Department Expenditure Summary

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Cost By Division</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
Non-Departmental Division	\$ 472,722	\$ 433,033	\$ 424,900	\$ 394,100
Total Department Costs	<u>\$ 472,722</u>	<u>\$ 433,033</u>	<u>\$ 424,900</u>	<u>\$ 394,100</u>

Cost By Object of Expenditure

Personnel Services	\$ -	\$ -	\$ -	\$ -
Services & Supplies	\$ 365,799	\$ 344,757	\$ 236,200	\$ 176,600
Interdepartmental Charges	\$ 86,460	\$ 71,650	\$ 151,200	\$ 100,000
Non-Recurring Costs	\$ 20,463	\$ 16,626	\$ 37,500	\$ 117,500
Total Department Costs	<u>\$ 472,722</u>	<u>\$ 433,033</u>	<u>\$ 424,900</u>	<u>\$ 394,100</u>

Department Resource Summary

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Funds</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
010 Net General Fund Support	\$ (8,812,008)	\$ (7,915,222)	\$ (6,806,700)	\$ (6,746,900)
010 General Fund-Cost Recovery	\$ 9,284,730	\$ 8,348,255	\$ 7,231,600	\$ 7,141,000
Total Resources	<u>\$ 472,722</u>	<u>\$ 433,033</u>	<u>\$ 424,900</u>	<u>\$ 394,100</u>

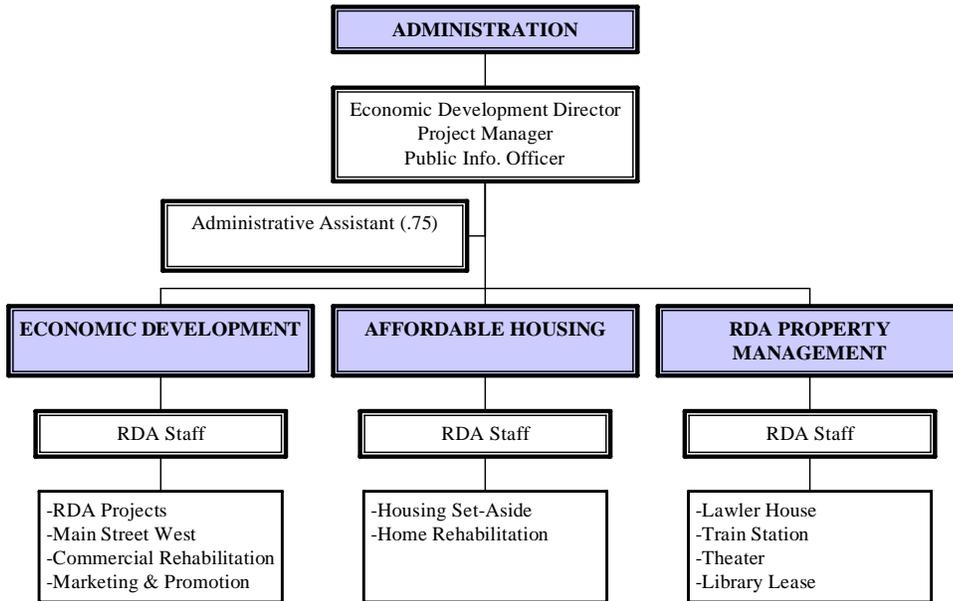
CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

NOTES

ECONOMIC DEVELOPMENT DEPARTMENT

The Economic Development Department coordinates the Redevelopment Agency's efforts to eliminate blight and blighting influences through the implementation of major capital projects, the acquisition of property for redevelopment purposes, the sale of that property for development by the private sector, and the management of the properties until developed. The Agency also contracts with numerous professional firms to provide services including architectural, engineering, hazardous waste remediation, legal and property management, when outside expertise is necessary.

ECONOMIC DEVELOPMENT DEPARTMENT



CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

ECONOMIC DEVELOPMENT DEPARTMENT

Department Summary **Economic Development Department**

Department Expenditure Summary

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Cost By Division</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
Econ Development Administration	\$ 1,175,326	\$ 1,125,836	\$ 1,290,400	\$ 1,346,700
Affordable Housing	\$ 244,810	\$ 281,261	\$ 533,700	\$ 463,900
RDA/Property Management	\$ 96,035	\$ 37,827	\$ 52,000	\$ 54,500
Total Department Costs	<u>\$ 1,516,171</u>	<u>\$ 1,444,924</u>	<u>\$ 1,876,100</u>	<u>\$ 1,865,100</u>

Cost By Object of Expenditure

Personnel Services	\$ 702,113	\$ 709,618	\$ 928,000	\$ 962,000
Services & Supplies	\$ 387,114	\$ 276,017	\$ 305,900	\$ 338,200
Interdepartmental Charges	\$ 343,151	\$ 338,286	\$ 352,700	\$ 350,000
Non-Recurring Costs	\$ 83,793	\$ 121,003	\$ 289,500	\$ 214,900
Total Department Costs	<u>\$ 1,516,171</u>	<u>\$ 1,444,924</u>	<u>\$ 1,876,100</u>	<u>\$ 1,865,100</u>

Department Resource Summary

	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Funds</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
900 RDA Administration Fund	\$ 1,175,326	\$ 1,125,836	\$ 1,290,400	\$ 1,346,700
905 RDA Housing Set-Aside Fund	\$ 246,780	\$ 281,261	\$ 533,700	\$ 387,300
908 RDA Asset Management Fund	\$ 78,462	\$ 37,814	\$ 52,000	\$ 54,500
912 RDA Acquisition & Disposition Fund	\$ 17,573	\$ 13	\$ -	\$ -
937 HA HOME Rehabilitation Loan Fund	\$ (1,970)	\$ -	\$ -	\$ 76,600
Total Resources	<u>\$ 1,516,171</u>	<u>\$ 1,444,924</u>	<u>\$ 1,876,100</u>	<u>\$ 1,865,100</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

ECONOMIC DEVELOPMENT DEPARTMENT

Department Summary	Economic Development Department			
	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Staffing By Division</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
Economic Development Division	6.68	6.33	6.43	6.38
Affordable Housing Division	1.90	1.95	2.07	1.79
RDA Property Management Division	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Staffing By Division	<u>8.58</u>	<u>8.28</u>	<u>8.50</u>	<u>8.17</u>
 <u>Staffing By Job Class</u>				
Permanent Staff:				
City Manager/Executive Director	0.65	0.55	0.55	0.55
Assistant CM/Admin Svcs Director	0.50	0.35	0.35	0.35
Sec. to CM/Deputy City Clerk	0.35	0.40	0.40	0.40
Economic Development Director	1.00	1.00	1.00	1.00
Community Development Director	0.45	0.45	0.45	0.45
Financial Services Manager	0.00	0.70	0.60	0.60
Finance Officer	0.80	0.00	0.00	0.00
Senior Accountant	0.40	0.40	0.40	0.40
Accountant	0.25	0.25	0.25	0.25
Accounting Technician	0.00	0.00	0.00	0.00
Senior Account Clerk	0.25	0.25	0.25	0.25
Account Clerk I/II	0.25	0.25	0.25	0.25
Housing Manager	0.10	0.10	0.10	0.10
Assistant/Associate Planner	0.40	0.40	0.40	0.40
Administrative Assistant II	0.70	0.80	0.80	0.80
Administrative Assistant I	0.10	0.00	0.00	0.00
Project Manager	1.00	1.00	1.00	1.00
Marketing Manager	<u>0.90</u>	<u>0.90</u>	<u>0.90</u>	<u>0.94</u>
Total Permanent Staff	<u>8.10</u>	<u>7.80</u>	<u>7.70</u>	<u>7.74</u>
Temporary Staff:				
Economic Development Consultant	<u>0.00</u>	<u>0.00</u>	<u>0.43</u>	<u>0.43</u>
Total Temporary Staff	<u>0.00</u>	<u>0.00</u>	<u>0.43</u>	<u>0.43</u>
Total Staffing By Job Class	<u>8.10</u>	<u>7.80</u>	<u>8.13</u>	<u>8.17</u>

ECONOMIC DEVELOPMENT DEPARTMENT

Department Summary

Economic Development Department

FY 2007-08 Department Achievements

- Recruited California Marine Sports to the marine sales and service facility located at 1240 Kellogg Street.
- Continued the implementation of the Main Street West DDA, including developing an incentive package that lured the Merchant and Main Restaurant operator to open a new restaurant in the new Harbor Square building.
- Selected the master developer and entered into the Exclusive Negotiation Agreement (ENA) with Silverwing Development for the Agency-owned parcel located at end of Civic Center Drive, which led to entering into a Disposition and Development Agreement (DDA).
- Selected Trustreet Development as the master developer for the 8.29 acre Agency-owned parcel located along Highway 12 behind the Post Office and initiated the negotiations for the ENA, and continued negotiations and tenant recruitment efforts with GE Capital Solutions in working toward a DDA.
- Worked with the City of Rio Vista to re-establish Greyhound bus service to the train station, allowing the train station facility to be open daily.
- Continued negotiations with Ballman, Jensen & Pitcher on a DDA for the development of a parcel near the Waterfront Boat Launch area.
- Continued the retail recruitment efforts by attending the meetings of ICSC, CALED and CRAA.
- Approved the 400 Main Street and 200 Main Street grant application for façade improvements under the Commercial Rehabilitation Program.
- Continued to improve the City's website, published four issues of the *Discovery* newsletter and promoted special events such as July 4th, Waterfront Festival and Christmas events.
- Began work on a comprehensive City-wide marketing strategy.
- In conjunction with the Suisun City Historic Waterfront Business Improvement District, installed first phase of way-finding signage program in the Waterfront District.
- Completed the design and specifications for the construction of Phase II public improvements associated with the Harbor Square project.
- Executed and began implementation of ENA's and Predevelopment Loans with BRIDGE Housing on the Almond Gardens and Humphrey Place apartment complexes.
- Executed the Owner Participation Agreement with Dawson Holdings, Inc for the acquisition/rehabilitation of the Continental Apartments.
- Developed first-time homebuyer programs for foreclosed properties throughout the Project Area and for new construction in the Downtown Waterfront area.

ECONOMIC DEVELOPMENT DEPARTMENT

Department Summary

Economic Development Department

FY 2008-09 Department Goals

- Continue to develop synergy in the downtown area by leveraging Agency investments in private development projects that will provide housing, as well as economic opportunity for the community (i.e., generate jobs and revenue to the community).
- Continue to facilitate production of affordable housing units to meet the requirements of State law.
- Continue implementation of neighborhood revitalization programs within the Redevelopment Project Area that seek the enhancement of the quality of life of Suisun City residents and the beautification of the neighborhoods.
- Implement the First-Time Homebuyer Programs.
- Implement the Owner Participation Agreement on the acquisition/rehabilitation of the Continental Apartments along the south side of Cordelia Road.
- Develop a loan program in partnership with the private commercial banking sector to provide a business retention and recruitment tool.
- Market the community to retain existing commercial enterprises and to recruit new businesses.
- Support and encourage activities and special events that bring visitors and local residents to the community to recreate and shop.
- Facilitate investment within Suisun City to achieve tangible results.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

ECONOMIC DEVELOPMENT DEPARTMENT

Division Summary	Economic Development Administration Division
Fund No.: 900	Division No. 3510

Division Description

The Economic Development Administration Division provides the staff to accomplish the elimination of blight and blighting influences by coordinating the execution of the Redevelopment Agency's Five-Year Implementation Plan. This includes negotiating Exclusive Negotiation Agreements, Memorandums of Understanding, Disposition and Development Agreements, and Disposition and Development Loan Agreements.

<u>Division Budget By Object</u>	FY 05/06 <u>Actual</u>	FY 06/07 <u>Actual</u>	FY 07/08 <u>Amended</u>	FY 08/09 <u>Recommend</u>
Personnel Services	\$ 534,762	\$ 531,379	\$ 649,000	\$ 719,200
Services & Supplies	\$ 272,965	\$ 176,059	\$ 185,900	\$ 184,700
Interdepartmental Charges	\$ 302,133	\$ 301,842	\$ 306,000	\$ 306,000
Non-Recurring Costs	\$ 65,466	\$ 116,556	\$ 149,500	\$ 136,800
Total Division Costs	<u>\$ 1,175,326</u>	<u>\$ 1,125,836</u>	<u>\$ 1,290,400</u>	<u>\$ 1,346,700</u>

Division Budget By Program

Econ. Dev. Admin.	<u>\$ 1,175,326</u>	<u>\$ 1,125,836</u>	<u>\$ 1,290,400</u>	<u>\$ 1,346,700</u>
Total Division Costs	<u>\$ 1,175,326</u>	<u>\$ 1,125,836</u>	<u>\$ 1,290,400</u>	<u>\$ 1,346,700</u>

Total Division Staffing

Economic Development Admin. Program	<u>6.68</u>	<u>6.33</u>	<u>6.43</u>	<u>6.38</u>
Total Division Staffing	<u>6.68</u>	<u>6.33</u>	<u>6.43</u>	<u>6.38</u>

ECONOMIC DEVELOPMENT DEPARTMENT

Division Summary	Economic Development Administration Division
Fund No.: 900	Division No. 3510

FY 2008-09 Work Program

- Continue the implementation of the Disposition and Development Agreement with Main Street West Partners, LLC including the former Crystal Middle School property.
- Continue the implementation of the Disposition and Development Agreement with Silverwing Development on the Civic Center Boulevard site.
- Complete negotiations and begin implementation of a DDA with GE Capital Solutions for the 8.29-acre Agency-owned parcel located along Highway 12 behind the Post Office.
- Negotiate and begin implementation of a DDA with Ballman, Jensen & Pitcher for the Agency-owned property located on the Waterfront Boat Launch parcel.
- Continue to implement the Commercial Rehabilitation Program.
- Implement the business loan program in partnership with the private commercial banking sector.
- Continue the business recruitment efforts by promoting investment opportunities in Suisun City among regional commercial brokers and developers throughout the greater Bay Area and by attending the meetings of ICSC, CALED and CRAA

FY 2008-09 Proposed Service Refinements	<u>Cost/ (Savings)</u>
• Attend trade shows to market development opportunities in Suisun City and print additional promotional materials.	\$ 35,000
• Business Loan Program	300,000
• Commercial Rehabilitation Program.	50,000
• Continue contract with Solano Small Business Assistance Program.	3,750
• City-wide Marketing Program.	100,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

ECONOMIC DEVELOPMENT DEPARTMENT

Division Summary	Affordable Housing Division
Fund Nos.: 905, 966	Division No. 3560

Division Description

The Affordable Housing Division facilitates the creation and preservation of affordable housing through the implementation of several programs. These include the Housing Set-Aside Program and the HOME Rehabilitation Program.

<u>Division Budget By Object</u>	<u>FY 05/06 Actual</u>	<u>FY 06/07 Actual</u>	<u>FY 07/08 Amended</u>	<u>FY 08/09 Recommend</u>
Personnel Services	\$ 167,351	\$ 178,239	\$ 279,000	\$ 242,800
Services & Supplies	\$ 43,500	\$ 65,913	\$ 75,600	\$ 103,900
Interdepartmental Charges	\$ 33,205	\$ 33,816	\$ 39,100	\$ 39,100
Non-Recurring Costs	\$ 754	\$ 3,293	\$ 140,000	\$ 78,100
 Total Division Costs	 <u>\$ 244,810</u>	 <u>\$ 281,261</u>	 <u>\$ 533,700</u>	 <u>\$ 463,900</u>

Division Budget By Program

Housing Set-Aside Program	\$ 246,780	\$ 281,261	\$ 533,700	\$ 387,300
HOME-2002 Rehab.	\$ (1,970)	\$ -	\$ -	\$ 76,600
 Total Division Costs	 <u>\$ 244,810</u>	 <u>\$ 281,261</u>	 <u>\$ 533,700</u>	 <u>\$ 463,900</u>

Total Division Staffing

Housing Set-Aside Program	<u>1.90</u>	<u>1.95</u>	<u>2.07</u>	<u>1.79</u>
 Total Division Staffing	 <u>1.90</u>	 <u>1.95</u>	 <u>2.07</u>	 <u>1.79</u>

ECONOMIC DEVELOPMENT DEPARTMENT

Division Summary
Fund Nos.: 905

Affordable Housing Division
Division No. 3560

FY 2008-09 Work Program

- Implement the Owner Participation Agreement associated with the Continental apartment acquisition/rehabilitation project.
- Implement the first-time homebuyer programs for foreclosed properties throughout the Project Area and for new construction in the Downtown Waterfront area.
- Implement the ENA's associated with the Almond and Humphrey properties
- Continued implementation of the Neighborhood Reinvestment program in conjunction with the Public Works Department.
- Identify appropriate sites and recruit affordable housing developers (for-profit or non-profit) to provide affordable housing development opportunities.

FY 2008-09 Proposed Service Refinements	<u>Cost/</u> <u>(Savings)</u>
• Neighborhood Reinvestment Program (CIP)	\$ 50,000
• HOME Rehabilitation Contingency	76,600
• First-Time Homebuyer Program (Foreclosures) (CIP)	3,400,000
• First-Time Homebuyer Program (New Homes – Downtown Waterfront) (CIP)	1,000,000
• Continental Acquisition/Rehabilitation Loan (CIP)	3,625,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

ECONOMIC DEVELOPMENT DEPARTMENT

Division Summary	RDA Asset Management Division
Fund Nos.: 908, 912	Division No. 3515

Division Description

The RDA Asset Management Division is responsible for administering long-term leases for RDA-owned property, as well as the acquisition and disposition of RDA property. This includes such properties as the 8.29-acre commercial site, California Marine Sports, Inc. site, old sanitary sewer plant site, Marina & Driftwood site, the Rail Station, Lawler House, and Harbor Theater. Management of properties owned and maintained by the Redevelopment Agency have been assigned to the Building Department (Lawler House, Rail Station and Harbor Theater).

<u>Division Budget By Object</u>	<u>FY 05/06</u> <u>Actual</u>	<u>FY 06/07</u> <u>Actual</u>	<u>FY 07/08</u> <u>Amended</u>	<u>FY 08/09</u> <u>Recommend</u>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Services & Supplies	\$ 70,649	\$ 34,045	\$ 44,400	\$ 49,600
Interdepartmental Charges	\$ 7,813	\$ 2,628	\$ 7,600	\$ 4,900
Non-Recurring Costs	\$ 17,573	\$ 1,154	\$ -	\$ -
 Total Division Costs	 <u>\$ 96,035</u>	 <u>\$ 37,827</u>	 <u>\$ 52,000</u>	 <u>\$ 54,500</u>

<u>Division Budget By Program</u>				
RDA Property Management	\$ 78,462	\$ 37,814	\$ 52,000	\$ 54,500
RDA/Prop. Acq.	\$ 17,573	\$ 13	\$ -	\$ -
 Total Division Costs	 <u>\$ 96,035</u>	 <u>\$ 37,827</u>	 <u>\$ 52,000</u>	 <u>\$ 54,500</u>

<u>Total Division Staffing</u>				
RDA Property Management Program	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
 Total Division Staffing	 <u>0.00</u>	 <u>0.00</u>	 <u>0.00</u>	 <u>0.00</u>

ECONOMIC DEVELOPMENT DEPARTMENT

Division Summary
Fund Nos.: 908, 912

RDA Asset Management Division
Division No. 3515

FY 2008-09 Work Program

- Continue to monitor and coordinate long-term leases for the Agency-owned properties and facilities.

FY 2008-09 Proposed Service Refinements

**Cost/
(Savings)**

None.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

NOTES

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

The Five-Year Capital Improvement Plan (CIP) Section presents information about capital improvement projects for the City and the Redevelopment Agency for the five-year period of the FY 2008-09 through FY 2012-13. The CIP is presented in the following subsections:

- **CIP Funding Summary** – This part includes a summary of the CIP by funding source and Capital Category. (Please refer to Page D – 3.)
- **CIP Projects by Funding Source** – This part displays CIP projects by Fund. (Please refer to Page D – 5.)
- **CIP Projects by CIP Category** – This part displays CIP projects by CIP Category. Capital Categories are defined on Page D – 2. (Please refer to Page D – 9.)
- **CIP Project Descriptions** – This part displays detailed descriptions, timelines and funding sources for CIP projects throughout the life of the projects. (Please refer to Page D – 13.)
- **CIP Project Orientation Map** – This part provides a geographic orientation to the CIP. (Please refer to Page D – 59.)

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

CIP SUMMARY BY FUNDING SOURCE AND CIP CATEGORY

The table on the following page summarizes the CIP by Funding Source and CIP Category for the five-year period of the FY 2008-09 through FY 2012-13. To aid in the understanding of the types of CIP projects that are proposed, all of the CIP projects have been sorted into one of six CIP Categories. The following information describes each of the CIP categories:

- **A. Economic Development/Redevelopment** – Projects included in this category would provide for the implementation of an economic development program in order to diversify and enhance the City’s ability to fund community services and facilities, as well as to eliminate blight and blighting influences. About **12 percent** of the CIP would be devoted to this category.
- **B. Public Safety/Emergency Services** – Projects included in this category would provide for the acquisition of technology, equipment or vehicles, as well as the construction or refurbishment of buildings that are utilized by the Police or Fire Departments. About **5 percent** of the CIP would be devoted to this category.
- **C. Public Infrastructure** – Projects included in this category would provide for the construction or refurbishment of the City’s streets, sidewalks, multi-modal transit station, park & ride facilities, bikeways, pedestrian paths, waterways, storm water, flood control, hazardous waste, and recycling programs. About **43 percent** of the CIP would be devoted to this category.
- **D. Community Services/Parks** – Projects included in this category would provide for the construction or refurbishment of park facilities, recreation amenities, and landscaped public spaces throughout the City. About **8 percent** of the CIP would be devoted to this category.
- **E. Housing/Community Development** – Projects included in this category would provide for the implementation of an affordable housing program, as well as the implementation of long-term community plans. About **31 percent** of the CIP would be devoted to this category.
- **F. General Government** – Projects included in this category would provide for the acquisition of technology to enhance the City’s ability to deliver quality public services and to communicate effectively with the community, as well as the construction and major maintenance of general governmental facilities. About **1 percent** of the CIP would be devoted to this category.

CITY OF SUISUN FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

CIP SUMMARY BY FUNDING SOURCE AND CIP CATEGORY

RESOURCES

<u>Fund No.</u> <u>Fund Title</u>	<u>FY 08/09</u> <u>Recommend</u>	<u>FY 09/10</u> <u>Projected</u>	<u>FY 10/11</u> <u>Projected</u>	<u>FY 11/12</u> <u>Projected</u>	<u>FY 12/13</u> <u>Projected</u>	<u>Five-Year</u> <u>Total</u>
010 General Fund	\$ 1,560,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 1,580,000
115 Transportation Capital Projects Fund	\$ 6,878,300	\$ 352,250	\$ 527,250	\$ 302,250	\$ 302,250	\$ 8,362,300
161 Firefighter Assistance Grant Fund	\$ 45,500	\$ -	\$ -	\$ -	\$ -	\$ 45,500
170 2006 Workforce Housing Rewards Grant Fund	\$ 1,224,000	\$ -	\$ -	\$ -	\$ -	\$ 1,224,000
172 2007 Workforce Housing Rewards Grant Fund	\$ 185,000	\$ -	\$ -	\$ -	\$ -	\$ 185,000
185 Sanitary Sewer Maintenance Fund	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000
190 Storm Drain Maintenance Fund	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
234 Fire Ladder Truck Acquisition Fund	\$ 1,300,000	\$ -	\$ -	\$ -	\$ -	\$ 1,300,000
302 Parks and Facilities Capital Projects Fund	\$ 873,300	\$ -	\$ -	\$ -	\$ -	\$ 873,300
420 Lawler Ranch MAD Fund	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
706 Motor Vehicle Acquisition Fund	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000
909 RDA Marina Operations Fund	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ 85,000
920 RDA Capital Projects Fund	\$ 2,919,200	\$ 190,000	\$ 190,000	\$ 190,000	\$ 190,000	\$ 3,679,200
953 RDA 2003-A Bond Fund	\$ 177,000	\$ -	\$ -	\$ -	\$ -	\$ 177,000
966 RDA Housing Set-Aside Fund	\$ 8,215,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 8,415,000
Total Resources	\$ 23,777,300	\$ 612,250	\$ 767,250	\$ 542,250	\$ 542,250	\$ 26,241,300

USE OF RESOURCES

Cat. No. Capital Category

A. Economic Development/Redevelopment	\$ 2,237,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 3,037,000
B. Public Safety/Emergency Services	\$ 1,406,500	\$ -	\$ -	\$ -	\$ -	\$ 1,406,500
C. Public Infrastructure	\$ 9,587,500	\$ 392,250	\$ 567,250	\$ 342,250	\$ 342,250	\$ 11,231,500
D. Community Services/Parks	\$ 2,095,300	\$ 20,000	\$ -	\$ -	\$ -	\$ 2,115,300
E. Housing/Community Development	\$ 8,165,000	\$ -	\$ -	\$ -	\$ -	\$ 8,165,000
F. General Government	\$ 286,000	\$ -	\$ -	\$ -	\$ -	\$ 286,000
Total Use of Resources	\$ 23,777,300	\$ 612,250	\$ 767,250	\$ 542,250	\$ 542,250	\$ 26,241,300

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

CIP PROJECTS BY FUNDING SOURCE

The table on the following page displays CIP projects by Funding Source. More detail about these funding sources may be found in the CIP Project Description subsection beginning at Page D – 12.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET
FIVE-YEAR CAPITAL IMPROVEMENT PLAN

CIP PROJECTS BY FUNDING SOURCE

Fund No. FUND TITLE Project No. CIP Project Title	FY 08/09 Recommend	FY 09/10 Projected	FY 10/11 Projected	FY 11/12 Projected	FY 12/13 Projected	Five-Year Total
RESOURCES						
010 GENERAL FUND						
9927 Harbor Center Road Extension	\$ 1,560,000	\$ -	\$ -	\$ -	\$ -	\$ 1,560,000
99xx Batting Cage Removal and Improvements Phase I	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ 20,000
Total Fund 010	\$ 1,560,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 1,580,000
115 TRANSPORTATION CAPITAL PROJECTS FUND						
9876 Sunset/Railroad Intersection - West	\$ 3,753,700	\$ -	\$ -	\$ -	\$ -	\$ 3,753,700
9890 County Bikeway Gap Closure	\$ 940,000	\$ -	\$ -	\$ -	\$ -	\$ 940,000
9905 Street Repairs - Field Supplies	\$ 40,000	\$ 77,250	\$ 77,250	\$ 77,250	\$ 77,250	\$ 349,000
9906 Annual Street Repair Program	\$ 1,136,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 2,036,000
9920 McCoy Creek Bikeway	\$ 328,000	\$ -	\$ -	\$ -	\$ -	\$ 328,000
9921 Petersen Road Widening	\$ 530,600	\$ -	\$ -	\$ -	\$ -	\$ 530,600
9932 Gadwall Drive Improvements	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
99xx Pintail Drive/Walters Road	\$ -	\$ 50,000	\$ 225,000	\$ -	\$ -	\$ 275,000
Total Fund 115	\$ 6,878,300	\$ 352,250	\$ 527,250	\$ 302,250	\$ 302,250	\$ 8,362,300
161 FIREFIGHTER ASSISTANCE GRANT FUND						
2625 Fire Equipment Acquisition	\$ 45,500	\$ -	\$ -	\$ -	\$ -	\$ 45,500
Total Fund 185	\$ 45,500	\$ -	\$ -	\$ -	\$ -	\$ 45,500
170 2006 WORKFORCE HOUSING REWARDS GRANT FUND						
9912 Pierce Island Improvements/Dredging	\$ 955,000	\$ -	\$ -	\$ -	\$ -	\$ 955,000
9913 City Hall Emergency Generator	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
9914 File Retrieval System	\$ 19,000	\$ -	\$ -	\$ -	\$ -	\$ 19,000
Total Fund 170	\$ 1,224,000	\$ -	\$ -	\$ -	\$ -	\$ 1,224,000
172 2007 WORKFORCE HOUSING REWARDS GRANT FUND						
9922 Waterfront Railings & Rip Rap Repairs	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
9924 Storm Channel Maintenance	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ 85,000
Total Fund 172	\$ 185,000	\$ -	\$ -	\$ -	\$ -	\$ 185,000
185 SEWER MAINTENANCE FUND						
9945 Sanitary Sewer Master Plan	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000
Total Fund 185	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000
190 STORM DRAIN MAINTENANCE FUND						
9946 Storm Drainage Master Plan	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Total Fund 190	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
234 FIRE LADDER TRUCK ACQUISITION FUND						
9934 Fire Ladder Truck Acquisition	\$ 1,300,000	\$ -	\$ -	\$ -	\$ -	\$ 1,300,000
Total Fund 234	\$ 1,300,000	\$ -	\$ -	\$ -	\$ -	\$ 1,300,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET
FIVE-YEAR CAPITAL IMPROVEMENT PLAN

CIP PROJECTS BY FUNDING SOURCE

Fund No. FUND TITLE Project No. CIP Project Title	FY 08/09 Recommend	FY 09/10 Projected	FY 10/11 Projected	FY 11/12 Projected	FY 12/13 Projected	Five-Year Total
302 PARKS AND FACILITIES CAPITAL PROJECTS FUND						
9853 Goepp Park Improvements	\$ 798,300	\$ -	\$ -	\$ -	\$ -	\$ 798,300
9931 Senior Center Upgrades	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000
9933 Motorized Roll-up Doors	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
9935 Heritage Park Parking Lot Lights	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
Total Fund 302	\$ 873,300	\$ -	\$ -	\$ -	\$ -	\$ 873,300
420 LAWLER RANCH MAD FUND						
9947 Lawler Ranch Storm Drain Repair	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
Total Fund 420	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
706 VEHICLE/EQUIPMENT REPLACEMENT FUND						
6385 Dump Bed Trailer	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
6385 Replace Mule Utility Vehicle	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
6385 Replace Vehicle #113 1989 Nissan	\$ 17,000	\$ -	\$ -	\$ -	\$ -	\$ 17,000
6385 Replace Vehicle #101 1999 Dodge Ram	\$ 22,000	\$ -	\$ -	\$ -	\$ -	\$ 22,000
6385 Replace Vehicle #172 Command Vehicle	\$ 61,000	\$ -	\$ -	\$ -	\$ -	\$ 61,000
Total Fund 706	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000
909 RDA MARINA OPERATIONS FUND						
9937 Marina Fishing Pier Renovation	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
9936 Harbor Master Building Roof Repair	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
9944 "Fuelman" Replacement	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Total Fund 953	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ 85,000
920 RDA CAPITAL PROJECTS FUND						
9212 ADA Compliance	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 200,000
9807 Main Street Streetscape	\$ 804,200	\$ -	\$ -	\$ -	\$ -	\$ 804,200
9885 Downtown Blight/Removal	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000
9886 Gateway Signage/Way-Finding System	\$ 285,000	\$ -	\$ -	\$ -	\$ -	\$ 285,000
9901 Façade Improvements Program	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
9926 Main Street West Courtyard Project	\$ 1,100,000	\$ -	\$ -	\$ -	\$ -	\$ 1,100,000
9928 Renovate Waterfront Restrooms	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
9929 Renovate Lawler House	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
9930 Traffic Control: Kellogg/Solano	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
9938 RDA Marketing & Branding	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
9939 RDA Business Loan Program	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Total Fund 920	\$ 2,919,200	\$ 190,000	\$ 190,000	\$ 190,000	\$ 190,000	\$ 3,679,200
953 RDA 2003 A BOND FUND						
9902 Crystal Middle Site Remediation	\$ 177,000	\$ -	\$ -	\$ -	\$ -	\$ 177,000
Total Fund 953	\$ 177,000	\$ -	\$ -	\$ -	\$ -	\$ 177,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET
FIVE-YEAR CAPITAL IMPROVEMENT PLAN

CIP PROJECTS BY FUNDING SOURCE

Fund No. FUND TITLE Project No. CIP Project Title	FY 08/09 Recommend	FY 09/10 Projected	FY 10/11 Projected	FY 11/12 Projected	FY 12/13 Projected	Five-Year Total
966 RDA HOUSING SET-ASIDE PROJECTS FUND						
9899 Neighborhood Reinvestment Program	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
9940 First-Time Buyer/Foreclosure	\$ 3,400,000	\$ -	\$ -	\$ -	\$ -	\$ 3,400,000
9941 First-Time Buyer/Waterfront Housing	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
9942 Continental Apartments Rehabilitation Project	\$ 3,625,000	\$ -	\$ -	\$ -	\$ -	\$ 3,625,000
9943 Almond Gardens/Humphrey Place Rehabilitation/Resale	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ 140,000
Total Fund 966	\$ 8,215,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 8,415,000
TOTAL RESOURCES	\$ 23,777,300	\$ 612,250	\$ 767,250	\$ 542,250	\$ 542,250	\$ 26,241,300

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

CIP PROJECTS BY CIP CATEGORY

The table on the following page displays CIP projects by CIP Category. More detail about these CIP Projects may be found in the CIP Descriptions subsection beginning at Page D – 12. The following information describes each of the CIP categories:

- **A. Economic Development/Redevelopment** – Projects included in this category would provide for the implementation of an economic development program in order to diversify and enhance the City’s ability to fund community services and facilities, as well as to eliminate blight and blighting influences. About **12 percent** of the CIP would be devoted to this category.
- **B. Public Safety/Emergency Services** – Projects included in this category would provide for the acquisition of technology, equipment or vehicles, as well as the construction or refurbishment of buildings that are utilized by the Police or Fire Departments. About **5 percent** of the CIP would be devoted to this category.
- **C. Public Infrastructure** – Projects included in this category would provide for the construction or refurbishment of the City’s streets, sidewalks, multi-modal transit station, park & ride facilities, bikeways, pedestrian paths, waterways, storm water, flood control, hazardous waste, and recycling programs. About **43 percent** of the CIP would be devoted to this category.
- **D. Community Services/Parks** – Projects included in this category would provide for the construction or refurbishment of park facilities, recreation amenities, and landscaped public spaces throughout the City. About **8 percent** of the CIP would be devoted to this category.
- **E. Housing/Community Development** – Projects included in this category would provide for the implementation of an affordable housing program, as well as the implementation of long-term community plans. About **31 percent** of the CIP would be devoted to this category.
- **F. General Government** – Projects included in this category would provide for the acquisition of technology to enhance the City’s ability to deliver quality public services and to communicate effectively with the community, as well as the construction and major maintenance of general governmental facilities. About **1 percent** of the CIP would be devoted to this category.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET
FIVE-YEAR CAPITAL IMPROVEMENT PLAN

CIP PROJECTS BY CIP CATEGORY

CIP CATEGORY	FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	Five-Year
Project No. CIP Project Title	<u>Recommend</u>	<u>Projected</u>	<u>Projected</u>	<u>Projected</u>	<u>Projected</u>	<u>Total</u>

USE OF RESOURCES

A. ECONOMIC DEVELOPMENT/REDEVELOPMENT

9885 Downtown Blight/Removal	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000
9886 Gateway Signage/Way-Finding System	\$ 285,000	\$ -	\$ -	\$ -	\$ -	\$ 285,000
9899 Neighborhood Reinvestment Program	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
9901 Façade Improvements Program	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
9902 Crystal Middle Site Remediation	\$ 177,000	\$ -	\$ -	\$ -	\$ -	\$ 177,000
9926 Main Street West Courtyard Project	\$ 1,100,000	\$ -	\$ -	\$ -	\$ -	\$ 1,100,000
9929 Renovate Lawler House	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
9938 RDA Marketing & Branding	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
9939 RDA Business Loan Program	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000

Total Economic Development/Redevelopment \$ 2,237,000 \$ 200,000 \$ 200,000 \$ 200,000 \$ 200,000 \$ 3,037,000

B. PUBLIC SAFETY/EMERGENCY SERVICES

2625 Fire Equipment Acquisition	\$ 45,500	\$ -	\$ -	\$ -	\$ -	\$ 45,500
6385 Replace Vehicle #172 Command Vehicle	\$ 61,000	\$ -	\$ -	\$ -	\$ -	\$ 61,000
9934 Fire Ladder Truck Acquisition	\$ 1,300,000	\$ -	\$ -	\$ -	\$ -	\$ 1,300,000

Total Public Safety/Emergency Services \$ 1,406,500 \$ - \$ - \$ - \$ - \$ 1,406,500

C. PUBLIC INFRASTRUCTURE

6385 Dump Bed Trailer	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
9212 ADA Compliance	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 200,000
9807 Main Street Streetscape	\$ 804,200	\$ -	\$ -	\$ -	\$ -	\$ 804,200
9876 Sunset/Railroad Intersection - West	\$ 3,753,700	\$ -	\$ -	\$ -	\$ -	\$ 3,753,700
9890 County Bikeway Gap Closure	\$ 940,000	\$ -	\$ -	\$ -	\$ -	\$ 940,000
9905 Street Repairs - Field Supplies	\$ 40,000	\$ 77,250	\$ 77,250	\$ 77,250	\$ 77,250	\$ 349,000
9906 Annual Street Repair Program	\$ 1,136,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 2,036,000
9920 McCoy Creek Bikeway	\$ 328,000	\$ -	\$ -	\$ -	\$ -	\$ 328,000
9921 Petersen Road Widening	\$ 530,600	\$ -	\$ -	\$ -	\$ -	\$ 530,600
9924 Storm Channel Maintenance	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ 85,000
9927 Harbor Center Road Extension	\$ 1,560,000	\$ -	\$ -	\$ -	\$ -	\$ 1,560,000
9930 Traffic Control: Kellogg/Solano	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
9932 Gadwall Drive Improvements	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
9945 Sanitary Sewer Master Plan	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000
9946 Storm Drainage Master Plan	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
9947 Lawler Ranch Storm Drain Repair	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
99xx Pintail Drive/Walters Road	\$ -	\$ 50,000	\$ 225,000	\$ -	\$ -	\$ 275,000

Total Public Infrastructure \$ 9,587,500 \$ 392,250 \$ 567,250 \$ 342,250 \$ 342,250 \$ 11,231,500

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET
FIVE-YEAR CAPITAL IMPROVEMENT PLAN

CIP PROJECTS BY CIP CATEGORY

CIP CATEGORY	FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	Five-Year
Project No. CIP Project Title	<u>Recommend</u>	<u>Projected</u>	<u>Projected</u>	<u>Projected</u>	<u>Projected</u>	<u>Total</u>
D. COMMUNITY SERVICES/PARKS						
6385 Replace Mule Utility Vehicle	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
6385 Replace Vehicle #101 1999 Dodge Ram	\$ 22,000	\$ -	\$ -	\$ -	\$ -	\$ 22,000
9937 Marina Fishing Pier Renovation	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
9853 Goepf Park Improvements	\$ 798,300	\$ -	\$ -	\$ -	\$ -	\$ 798,300
9912 Pierce Island Improvements/Dredging	\$ 955,000	\$ -	\$ -	\$ -	\$ -	\$ 955,000
9922 Waterfront Railings & Rip Rap Repairs	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
9928 Renovate Waterfront Restrooms	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
9931 Senior Center Upgrades	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000
9933 Motorized Roll-up Doors	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
9935 Heritage Park Parking Lot Lights	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
9936 Harbor Master Building Roof Repair	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
9944 "Fuelman" Replacement	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
99xx Batting Cage Removal and Improvements Phase I	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ 20,000
Total Community Services/Parks	\$ 2,095,300	\$ 20,000	\$ -	\$ -	\$ -	\$ 2,115,300
E. HOUSING/COMMUNITY DEVELOPMENT						
9940 First-Time Buyer/Foreclosure	\$ 3,400,000	\$ -	\$ -	\$ -	\$ -	\$ 3,400,000
9941 First-Time Buyer/Waterfront Housing	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
9942 Continental Apartments Rehabilitation Project	\$ 3,625,000	\$ -	\$ -	\$ -	\$ -	\$ 3,625,000
9943 Almond Gardens/Humphrey Place Rehabilitation/Resale	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ 140,000
Total General Government	\$ 8,165,000	\$ -	\$ -	\$ -	\$ -	\$ 8,165,000
F. GENERAL GOVERNMENT						
6385 Replace Vehicle #113 1989 Nissan	\$ 17,000	\$ -	\$ -	\$ -	\$ -	\$ 17,000
9913 City Hall Emergency Generator	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
9914 File Retrieval System	\$ 19,000	\$ -	\$ -	\$ -	\$ -	\$ 19,000
Total General Government	\$ 286,000	\$ -	\$ -	\$ -	\$ -	\$ 286,000
TOTAL USE OF RESOURCES	\$ 23,777,300	\$ 612,250	\$ 767,250	\$ 542,250	\$ 542,250	\$ 26,241,300

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET
FIVE-YEAR CAPITAL IMPROVEMENT PLAN

NOTES

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

CIP PROJECT DESCRIPTIONS

This portion of the Five-Year Capital Improvement Plan Section provides a one-page summary of each CIP project that has or will have activity at any time between FY 2007-08 and FY 2012-13. Each one-page Project Description includes the following information:

- **General Project Identification Information** – These sections identify the project title, major capital category, project number, project location, project manager, and lead department.
- **Project Description** – This section provides a description of the project that may include further information about the location, the scope of the project, the current status, and other pertinent information.
- **Project Timeline** – This section provides a general timeline for the milestones associated the project. These are generally arranged in quarters of the year. Actual project schedules will be refined for tracking during the fiscal year, and these more refined schedules will be provided to the City Council.
- **Project Budget Summary** – Sources of funding for each project are provided in the Resources section. In many cases these Resources may come from more than one fund of the City, Agency, or Authority. The Expenditures section indicates how these Resources will be expended to accomplish the project. Amounts shown in the Prior LTD column represent amounts that have actually been expended prior to FY 2007-08, as well as estimates of what will be expended in FY 2007-08.

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Fire Equipment Acquisition	Category: Public Safety/Emergency Services	Project No. 2625
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Location: Suisun City Fire Station 621 Pintail Drive
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Project Manager: Mike O'Brien	Lead Department: Fire
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Project Description:
The Assistance to Firefighters Grant provides for the acquisition of small pieces of fire equipment. The current grant is pending and will not be spent unless it is awarded this Fall.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:							
Bid Advertising:							
Bid Award:							
Begin Construction:							
Construction:		Fall					2008
Council Acceptance							

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
Firefighter Assistance Grant (161)	\$ -	\$ 45,500	\$ -	\$ -	\$ -	\$ -	\$ 45,500
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ -	\$ 45,500	\$ -	\$ -	\$ -	\$ -	\$ 45,500
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ 45,500	\$ -	\$ -	\$ -	\$ -	\$ 45,500
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ -	\$ 45,500	\$ -	\$ -	\$ -	\$ -	\$ 45,500

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Vehicles & Equipment Acquisition	Category: Various	Project No. 6385
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Location: Various Locations throughout the City

Project Manager: Jerry Davis	Lead Department: Public Works
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Project Description: FY 06: No Purchases in 2005/06 FY 07: Backhoe (Replace 1976 Backhoe) - \$70,012; Housing Inspection Vehicle - \$17,243; Fire Command Vehicle (Replace Durango) - \$35,362 FY 08: 2 Utility Trucks for \$22,000 each, or \$44,000; 2 Inspector Pickups (PW & Bldg) for \$17,100 each, or \$34,200; 1 Recreation Vehicle (\$15,000) FY09: Replacement of Mule Utility Vehicle (\$10,000); Vehicle #113 1989 Nissan Pick-Up Custodian Vehicle (\$17,000); Vehicle #101 1999 Dodge Ram Recreation Vehicle (\$22,000); Vehicle #172 Command Vehicle (\$61,000); Dump bed Trailer (\$10,000).

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:							
Bid Advertising:							
Bid Award:							
Begin Construction:							
Construction:	COMPLETED	Summer					2008
Council Acceptance							

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
Vehicle Acquisition Fund (706)	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: ADA Compliance	Category: Public Infrastructure	Project No. 9212
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Location: Various areas throughout the City with ADA deficiencies

Project Manager: Dan Kasperson/Nick Lozano	Lead Department: Building
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Project Description: Miscellaneous corrections of ADA deficiencies in public areas. For example, building entrances, ADA parking stalls, ramps, sidewalks, etc.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:							
Bid Advertising:							
Bid Award:							
Begin Construction:							
Construction:	ONGOING						
Council Acceptance							

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
RDA Capital Projects (920)	\$ 28,204	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 228,204
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ 28,204	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 228,204
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 26,887	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 226,887
Const. Mgmt./Inspect.	\$ 1,317	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,317
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ 28,204	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 228,204

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Main Street Public Improvements	Category: Public Infrastructure	Project No. 9807
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Location: South-West corner of Main Street at Solano Street

Project Manager: Jason Garben	Lead Department: Economic Development
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Project Description: Off-site improvements associated with the development of Parcels 1, 2, 3, and surrounding areas of the Main Street West Project.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:							
Bid Advertising:							
Bid Award:							
Begin Construction:	Summer-Summer						2007-2008
Construction:		Summer-Fall					2008
Council Acceptance		Fall					2008

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
RDA Debt Service (920)	\$1,018,467	\$ 780,000	\$ -	\$ -	\$ -	\$ -	\$1,798,467
RDA 98 Bond (920)	\$ -	\$ 24,200	\$ -	\$ -	\$ -	\$ -	\$ 24,200
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$1,018,467	\$ 804,200	\$ -	\$ -	\$ -	\$ -	\$1,822,667
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ 122,347	\$ 64,000	\$ -	\$ -	\$ -	\$ -	\$ 186,347
Construction	\$ 896,120	\$ 624,000	\$ -	\$ -	\$ -	\$ -	\$1,520,120
Const. Mgmt./Inspect.	\$ -	\$ 43,100	\$ -	\$ -	\$ -	\$ -	\$ 43,100
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ 73,100	\$ -	\$ -	\$ -	\$ -	\$ 73,100
<i>Total Expenditures</i>	\$1,018,467	\$ 804,200	\$ -	\$ -	\$ -	\$ -	\$1,822,667

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Goepf Park Improvements	Category: Community Services/Parks	Project No. 9853
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Location: Goepf Park, Located at the corner of Pintail Drive and Harrier Drive
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Project Manager: Mick Jessop/Nick Lozano	Lead Department: Recreation/Public Works
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Project Description:

Modify and renovate existing five-acre Goepf Park to provide new and renovated facilities that better represent the needs of the surrounding community, as well as the recreational needs of the City. Planned improvements will include the removal and replacement of trees and turf, removal and replacement of existing walkways, regarding and contouring of the site, new irrigation system with automated controllers, storm drain relocation and replacement, removal of a tennis court and replacement with back to back basketball courts, pathway security lighting and sound wall painting. This Workforce Housing Grant must be spent by June 30, 2009.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:	COMPLETED						2007
Environmental Review:	COMPLETED						2006
Design & Engineering:	COMPLETED						2008
Bid Advertising:	COMPLETED						2008
Bid Award:	COMPLETED						2008
Begin Construction:		Summer					2008
Construction:		Summer-Fall					2008
Council Acceptance		Winter					2009

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
State Parks Grant (302)	\$ 5,000	\$ 291,600	\$ -	\$ -	\$ -	\$ -	\$ 296,600
Park Development (302)	\$ 39,400	\$ 506,700	\$ -	\$ -	\$ -	\$ -	\$ 546,100
Workforce Housing Grant (302)	\$ 40,323	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,323
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ 84,723	\$ 798,300	\$ -	\$ -	\$ -	\$ -	\$ 883,023
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ 67,723	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 67,723
Construction	\$ 15,000	\$ 795,000	\$ -	\$ -	\$ -	\$ -	\$ 810,000
Const. Mgmt./Inspect.	\$ 2,000	\$ 3,300	\$ -	\$ -	\$ -	\$ -	\$ 5,300
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ 84,723	\$ 798,300	\$ -	\$ -	\$ -	\$ -	\$ 883,023

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Railroad & Sunset Intersection - West Section	Category: Public Infrastructure	Project No. 9876
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Location: Sunset Avenue/ Railroad Avenue from the intersection of Railroad and Sunset to the City of Fairfield City Limits
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Project Manager: Lee Evans	Lead Department: Public Works
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Project Description:

This project is located at Sunset Avenue/ Railroad Avenue from the intersection of Railroad and Sunset to the City of Fairfield City Limits. This project will consist of Railroad upgrades at the crossing for the public pedestrian safety, raised medians on both sides of the Railroad crossing, repair and reconstruction of the existing roadway, base failure repair, asphalt overlay, installation of curb, gutter and sidewalk on both sides of roadway, a new traffic signalized intersection at Railroad / Sunset which will be interconnected with the Railroad pre-emption and the existing signalized traffic intersection of Railroad/ Sunset, installation of a stamp concrete median work with landscaping, bike lane striping, drainage improvements and modification, ADA ramps and improvements, street lighting, and installation of a City monument sign [this must be coordinated with Project 9886] and roadway signage. Project also includes the installation of a City of Fairfield 36" water pipeline. Funding for the pipeline is portion of the construction is paid for by the City of Fairfield.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:	COMPLETED						2007
Environmental Review:	COMPLETED						2006
Design & Engineering:	COMPLETED						2008
Bid Advertising:	COMPLETED						2008
Bid Award:	COMPLETED						2008
Begin Construction:		Summer					2008
Construction:		Summer-Fall					2008
Council Acceptance		Winter					2009

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
OSSIP (115)	\$ 272,740	\$2,076,600	\$ -	\$ -	\$ -	\$ -	\$2,349,340
STP/Fairfield (115)	\$ -	\$1,677,100	\$ -	\$ -	\$ -	\$ -	\$1,677,100
Developer Contributions (115)	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000
TDA-8 (115)	\$ 78,919	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 78,919
Misc. Revenue (115)	\$ 21,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,500
Total Resources	\$ 403,159	\$3,753,700	\$ -	\$ -	\$ -	\$ -	\$4,156,859
Expenditures							
Property Acquisition	\$ 61,972	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,972
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ 280,561	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 320,561
Construction	\$ 5,626	\$2,983,700	\$ -	\$ -	\$ -	\$ -	\$2,989,326
Const. Mgmt./Inspect.	\$ 55,000	\$ 410,000	\$ -	\$ -	\$ -	\$ -	\$ 465,000
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ 320,000	\$ -	\$ -	\$ -	\$ -	\$ 320,000
Total Expenditures	\$ 403,159	\$3,753,700	\$ -	\$ -	\$ -	\$ -	\$4,156,859

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Downtown Blight Removal	Category: Economic Development/Redevelopment	Project No. 9885
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Location: Downtown Suisun City
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Project Manager: Jason Garben	Lead Department: Economic Development
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Project Description: Clean-up and renovation of blighted areas in the downtown and waterfront area as opportunities arise.
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Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:							
Bid Advertising:							
Bid Award:							
Begin Construction:							
Construction:	ONGOING						
Council Acceptance							

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
RDA Capital Projects (920)	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
RDA 2003 Bond (920)	\$ 100,702	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,702
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ 100,702	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 200,702
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ 39,737	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39,737
Construction	\$ 60,965	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 160,965
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ 100,702	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 200,702

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Gateway Signage/Way-Finding System	Category: Economic Development/Redevelopment	Project No. 9886
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Location: Main Gateways to the City

Project Manager: Heather McCollister	Lead Department: Community Development
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Project Description: Installation of monument signs at the main gateways to the City. \$50,000 of this appropriation is to also enhance "Waterfront District" visibility and destination signage. The signage would create a visual identity for the City.
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Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:	Winter-Summer						2008
Bid Advertising:		Summer					2008
Bid Award:		Summer					2008
Begin Construction:		Fall					2008
Construction:		Fall-Winter					2008-2009
Council Acceptance		Winter					2009

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
RDA Debt Service (920)	\$ -	\$ 275,400	\$ -	\$ -	\$ -	\$ -	\$ 275,400
RDA 2003 Bond (920)	\$ 65,220	\$ 9,600	\$ -	\$ -	\$ -	\$ -	\$ 74,820
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ 65,220	\$ 285,000	\$ -	\$ -	\$ -	\$ -	\$ 350,220
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,000
Construction	\$ 220	\$ 285,000	\$ -	\$ -	\$ -	\$ -	\$ 285,220
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ 65,220	\$ 285,000	\$ -	\$ -	\$ -	\$ -	\$ 350,220

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Central County Bikeway Gap Closure	Category: Public Infrastructure	Project No. 9890
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Location: North side of Main St. and the existing channel along the north side of State Route 12, from Marina blvd. to the Amtrak Train Station

Project Manager: Nick Lozano	Lead Department: Public Works
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Project Description:
The project site is located on the north side of Main St. and the existing channel along the north side of State Route 12, from Marina Blvd. to the Amtrak Train Station. This project consists of installing a 10-foot wide Class I concrete bike path along canal, a bridge over the channel, vinyl clad fencing along the bike path, a wrought-iron fence along the railroad, drainage along roadway and curb and gutter work, as well as providing the necessary striping, handicap accessible ramps, pole mounted signs, and landscaping within the City ROW.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:	Summer-Spring						2007-2008
Bid Advertising:		Summer					2008
Bid Award:		Summer					2008
Begin Construction:		Summer					2008
Construction:		Summer-Fall					2008
Council Acceptance		Winter					2009

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
Other Grants (115)	\$ -	\$ 593,000	\$ -	\$ -	\$ -	\$ -	\$ 593,000
TDA-3 (115)	\$ 86,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 86,000
TFCA (115)	\$ -	\$ 187,000	\$ -	\$ -	\$ -	\$ -	\$ 187,000
State Grant (115)	\$ -	\$ 160,000	\$ -	\$ -	\$ -	\$ -	\$ 160,000
TDA-8 (115)	\$ 26,724	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,724
Total Resources	\$ 112,724	\$ 940,000	\$ -	\$ -	\$ -	\$ -	\$ 1,052,724
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ 104,724	\$ 69,000	\$ -	\$ -	\$ -	\$ -	\$ 173,724
Construction	\$ 3,000	\$ 771,000	\$ -	\$ -	\$ -	\$ -	\$ 774,000
Const. Mgmt./Inspect.	\$ 5,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000
Total Expenditures	\$ 112,724	\$ 940,000	\$ -	\$ -	\$ -	\$ -	\$ 1,052,724

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Revitalize Neighborhoods	Category: Economic Development/Redevelopment	Project No. 9899
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Location: Various Locations throughout the City

Project Manager: Alysa Majer	Lead Department: Economic Development
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Project Description: Neighborhood Reinvestment Program provide matching grants to homeowners in the Suisun City Redevelopment Project area. The grants must be integrated into a comprehensive architectural theme, and may include items such as graffiti removal, landscaping, windows and glazing, exterior finish items (paint, awnings, stucco, tile, etc).
--

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:							
Bid Advertising:							
Bid Award:							
Begin Construction:							
Construction:	ONGOING						
Council Acceptance							

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
Housing Set-Aside (966)	\$ 100,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 350,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ 100,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 350,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 100,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 350,000
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ 320,000	\$ -	\$ -	\$ -	\$ -	\$ 320,000
<i>Total Expenditures</i>	\$ 100,000	\$ 370,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 670,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Façade Improvements Program	Category: Economic Development/Redevelopment	Project No. 9901
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Location: Various Locations throughout the City

Project Manager: Vivien Togonon	Lead Department: Economic Development
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Project Description: Façade Improvement Grants and Matching Rehabilitation Grants provided to property owners of non-residential buildings in the Suisun City Redevelopment Project area. The Façade Improvement Grants must be integrated into a comprehensive architectural theme, and may include items such as store fronts, signage, display windows and glazing, exterior finish items (paint, awnings, stucco, tile, etc). Matching Rehabilitation Grant may be utilized for seismic and structural upgrades for substandard buildings relative to current building code, electrical and plumbing upgrades, mechanical upgrades (HVAC, elevator, etc), and tenant improvements.
--

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:							
Bid Advertising:							
Bid Award:							
Begin Construction:							
Construction:	ONGOING						
Council Acceptance							

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
RDA 2003 Bond (920)	\$ 74,834	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 324,834
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ 74,834	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 324,834
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 74,834	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 324,834
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ 74,834	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 324,834

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Crystal Middle Site Remediation	Category: Economic Development/Redevelopment	Project No. 9902
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Location: Old Crystal Middle School at the corner of Cordelia Road and School Street
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Project Manager: Jason Garben	Lead Department: Economic Development
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Project Description: Acquisition and demolition of Old Crystal Middle School site. Later to be developed into homes by Main Street West.
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Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:							
Bid Advertising:							
Bid Award:							
Begin Construction:							
Construction:		ONGOING					
Council Acceptance							

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
RDA 2003-A Bond (953)	\$3,226,135	\$ 177,000	\$ -	\$ -	\$ -	\$ -	\$3,403,135
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$3,226,135	\$ 177,000	\$ -	\$ -	\$ -	\$ -	\$3,403,135
Expenditures							
Property Acquisition	\$2,506,880	\$ -	\$ -	\$ -	\$ -	\$ -	\$2,506,880
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ 116,219	\$ 54,000	\$ -	\$ -	\$ -	\$ -	\$ 170,219
Construction	\$ 601,568	\$ 113,000	\$ -	\$ -	\$ -	\$ -	\$ 714,568
Const. Mgmt./Inspect.	\$ 1,136	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 6,136
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ 332	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,332
<i>Total Expenditures</i>	\$3,226,135	\$ 177,000	\$ -	\$ -	\$ -	\$ -	\$3,403,135

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Street Repairs - Field Supplies	Category: Public Infrastructure	Project No. 9905
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Location: Various Locations throughout the City

Project Manager: Lee Evans/Dave Martinez	Lead Department: Public Works
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Project Description: Street preventative maintenance work to include street patching, crack sealing, and repairs of various streets throughout the City subsequent to SSWA water service repairs.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:							
Bid Advertising:							
Bid Award:							
Begin Construction:							
Construction:	ONGOING						
Council Acceptance							

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
SSWA (115)	\$ 152,122	\$ 40,000	\$ 77,250	\$ 77,250	\$ 77,250	\$ 77,250	\$ 501,122
Traffic Congs. Relief (115)	\$ 14,981	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,981
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Resources	\$ 167,103	\$ 40,000	\$ 77,250	\$ 77,250	\$ 77,250	\$ 77,250	\$ 516,103
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 48,449	\$ 5,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 133,449
Const. Mgmt./Inspect.	\$ 118,654	\$ 35,000	\$ 57,250	\$ 57,250	\$ 57,250	\$ 57,250	\$ 382,654
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 167,103	\$ 40,000	\$ 77,250	\$ 77,250	\$ 77,250	\$ 77,250	\$ 516,103

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Annual Street Repair Program	Category: Public Infrastructure	Project No. 9906
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Location: Various Locations throughout the City

Project Manager: Lee Evans	Lead Department: Public Works
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Project Description:

For the 2008 Annual Program, staff has developed a work plan to best utilize in available City road funding. That work plan includes utilizing a new treatment method in the City, Asphalt Rubber Cape Seal (ARCS) which can add 10 to 15 years of life to severely distressed streets, even street segments with lots of alligator cracks, at a cost much lower than traditional grind and overlay methods for a similar road life. The project will include resurfacing up to 22 streets funded by the City. Also, in conjunction with SSWA, the City is also able to resurface an additional 12 street segments and replace over 200 water services. The SSWA portion of the project will be managed by the City, but funded by SSWA.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:							
Bid Advertising:	Summer	Summer	Summer	Summer	Summer	Summer	2008
Bid Award:	Summer	Summer	Summer	Summer	Summer	Summer	2008
Begin Construction:	Summer	Summer	Summer	Summer	Summer	Summer	2008
Construction:	Fall	Fall	Fall	Fall	Fall	Fall	2008
Council Acceptance	Spring	Fall	Fall	Fall	Fall	Fall	2008

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
TDA-8 (115)	\$ 142,500	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 342,500
Payments from SSWA (115)	\$ -	\$ 320,000	\$ -	\$ -	\$ -	\$ -	\$ 320,000
Traffic Cong. Relief (115)	\$ 5,672	\$ 191,000	\$ -	\$ -	\$ -	\$ -	\$ 196,672
General Fund-Twin Sisters Sale (115)	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000
Prop 1B (115)	\$ -	\$ 450,100	\$ -	\$ -	\$ -	\$ -	\$ 450,100
Total Resources	\$ 548,172	\$1,161,100	\$ -	\$ -	\$ -	\$ -	\$ 1,709,272
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 452,224	\$ 969,900	\$ -	\$ -	\$ -	\$ -	\$ 1,422,124
Const. Mgmt./Inspect.	\$ 95,948	\$ 93,100	\$ -	\$ -	\$ -	\$ -	\$ 189,048
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ 98,000	\$ -	\$ -	\$ -	\$ -	\$ 98,000
Total Expenditures	\$ 548,172	\$1,161,000	\$ -	\$ -	\$ -	\$ -	\$ 1,709,172

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Pierce Island Improvements/Dredging	Category: Public Infrastructure	Project No. 9912
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Location: Pierce Island and Suisun Channel
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Project Manager: Mick Jessop/Nick Lozano	Lead Department: Recreation/Public Works
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Project Description:

Conduct an engineering analysis of the island levees, and prepare a scope of work to repair or what is needed to improve dikes, opinion of construction costs, needed permits requirements for dredging and making the necessary levee improvements. After the stabilization of Pierce Island, the Suisun channels will be dredged to allow the proper flow for traffic and water. This project will also include study and analysis to determine where extra silt may be coming from.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:	Spring-Summer						2008
Design & Engineering:	Spring-Summer						2008
Bid Advertising:		Summer					2008
Bid Award:		Summer					2008
Begin Construction:		Summer					2008
Construction:		Fall					2008
Council Acceptance		Fall					2008

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
Workforce Housing Grant (170)	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Fairfield-Suisun Sewer District (170)	\$ -	\$ 180,000	\$ -	\$ -	\$ -	\$ -	\$ 180,000
Marina Village Dredging (170)	\$ 50,000	\$ 385,000	\$ -	\$ -	\$ -	\$ -	\$ 435,000
Victorian Harbor Dredging (170)	\$ 55,000	\$ 390,000	\$ -	\$ -	\$ -	\$ -	\$ 445,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ 155,000	\$ 955,000	\$ -	\$ -	\$ -	\$ -	\$1,110,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ 150,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
Construction	\$ -	\$ 800,000	\$ -	\$ -	\$ -	\$ -	\$ 800,000
Const. Mgmt./Inspect.	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
<i>Total Expenditures</i>	\$ 155,000	\$ 955,000	\$ -	\$ -	\$ -	\$ -	\$1,110,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: City Hall Emergency Generator	Category: General Government	Project No. 9913
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Location: City Hall and Police Department

Project Manager: Dan Kasperson	Lead Department: Building
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Project Description:

This project is to provide emergency power to City Hall and the Police Department. Currently, the Police Department has an emergency generator, but can only power the Police Department building. This project will upgrade the current system and provide the proper services to both City Hall and the Police Department. The old generator will be relocated to the Corporation Yard to provide emergency services not currently available. This Workforce Housing Grant must be spent by June 30, 2009.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:	Spring						2008
Bid Advertising:	Spring						2008
Bid Award:		Summer					2008
Begin Construction:		Summer					2008
Construction:		Summer					2008
Council Acceptance		Fall					2008

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
Workforce Housing Grant (170)	\$ 22,300	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 52,300
Public Facilities Fund (170)	\$ -	\$ 220,000	\$ -	\$ -	\$ -	\$ -	\$ 220,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ 22,300	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 272,300
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ 22,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,300
Construction	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ 22,300	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 272,300

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: File Retrieval System	Category: General Government	Project No. 9914
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Location: Citywide

Project Manager: Dan Kasperson	Lead Department: Building
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Project Description: Electronic document management archival and retrieval system citywide. This Workforce Housing Grant must be spent by June 30, 2009.
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Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:							
Bid Advertising:							
Bid Award:							
Begin Construction:							
Construction:	ONGOING						
Council Acceptance							

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
Workforce Housing Grant (170)	\$ 15,993	\$ 19,000	\$ -	\$ -	\$ -	\$ -	\$ 34,993
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ 15,993	\$ 19,000	\$ -	\$ -	\$ -	\$ -	\$ 34,993
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ 15,993	\$ 19,000	\$ -	\$ -	\$ -	\$ -	\$ 34,993
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ 15,993	\$ 19,000	\$ -	\$ -	\$ -	\$ -	\$ 34,993

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: McCoy Creek Bikeway	Category: Public Infrastructure	Project No. 9920
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Location: Along the maintenance, dirt access road on the west side of McCoy Creek from State Route 12 to Pintail Dr

Project Manager: Lee Evans	Lead Department: Public Works
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Project Description: This project consists of installing a 10-foot wide, 2,250 foot long paved Class I bike trail along the west side of McCoy Creek from State Route 12 to Pintail Drive, as well as installing vinyl clad fencing along the bike path, removing current fencing at Pintail Drive and replacing fence with bollards, providing the necessary striping of bike path, installing handicap accessible ramps, installing pole mounted signs and other necessary landscaping.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:	Sum-Spring						2007-2008
Bid Advertising:	Spring						2008
Bid Award:	Spring						2008
Begin Construction:		Summer					2008
Construction:		Summer-Fall					2008
Council Acceptance		Winter					2009

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
TFCA (115)	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000
State Grant (115)	\$ 37,000	\$ 328,000	\$ -	\$ -	\$ -	\$ -	\$ 365,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Resources	\$ 72,000	\$ 328,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ 52,263	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 52,263
Construction	\$ 1,000	\$ 295,000	\$ -	\$ -	\$ -	\$ -	\$ 296,000
Const. Mgmt./Inspect.	\$ 18,737	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ 22,737
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ 29,000	\$ -	\$ -	\$ -	\$ -	\$ 29,000
Total Expenditures	\$ 72,000	\$ 328,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Petersen Road Widening	Category: Public Infrastructure	Project No. 9921
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Location: Petersen Road from Walters Road to Travis Air Force Base South Gate Entrance
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Project Manager: Lee Evans	Lead Department: Public Works
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Project Description:

This project would provide the City's share of the local match for the rehabilitation of Petersen Road from the intersection of Petersen Road and Walters Road to the South Gate of Travis Air Force Base. Public Works Department is working with STA and the County on scope of work and R/W needs. It is part of a larger 2.3 Million project. Funding will be primarily from Federal earmarked funds, with the City, County, and STA responsible for a 20% match.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:		ONGOING					
Right of Way Acquisition:		ONGOING					
Environmental Review:		ONGOING					
Design & Engineering:		ONGOING					
Bid Advertising:							
Bid Award:							
Begin Construction:							
Construction:							
Council Acceptance							

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
OSSIP (115)	\$ -	\$ 530,600	\$ -	\$ -	\$ -	\$ -	\$ 530,600
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Resources	\$ -	\$ 530,600	\$ -	\$ -	\$ -	\$ -	\$ 530,600
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ 530,600	\$ -	\$ -	\$ -	\$ -	\$ 530,600
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ 530,600	\$ -	\$ -	\$ -	\$ -	\$ 530,600

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Waterfront Railings & Rip Rap Repairs	Category: Public Infrastructure	Project No. 9922
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Location: Downtown Waterfront Promenade

Project Manager: Jeff Penrod/Mick Jessop	Lead Department: Public Works/Recreation
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Project Description:

Repair and replacement of waterfront promenade railing, light fixtures, rip rap, and other areas of safety concern. The City will receive notice of award of the Workforce Housing Grant around October 2007 to be spent by June 30, 2010.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:		Fall					2008
Bid Advertising:		Winter					2009
Bid Award:		Winter					2009
Begin Construction:		Spring					2009
Construction:		Spring					2009
Council Acceptance		Spring					2009

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
Workforce Housing Grant (172)	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Storm Channel Maintenance	Category: Public Infrastructure	Project No. 9924
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Location: Various Channels, Creeks, and Ditches throughout the City

Project Manager: Jeff Penrod	Lead Department: Public Works
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Project Description: Rehabilitation of various creeks, channels, and ditches throughout the City. The City will receive notice of award of the Workforce Housing Grant around October 2007 to be spent by June 30, 2010.
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Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:							
Bid Advertising:							
Bid Award:							
Begin Construction:							
Construction:		Summer-Fall					2008
Council Acceptance							

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
Workforce Housing Grant (172)	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Storm Drain Maintenance (172)	\$ 221,799	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 231,799
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ 221,799	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ 306,799
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 220,153	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 295,153
Const. Mgmt./Inspect.	\$ 1,646	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 11,646
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ 221,799	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ 306,799

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Main Street West Courtyard Project	Category: Economic Development/Redevelopment	Project No. 9926
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Location: South-West corner of Main Street at Solano Street

Project Manager: Jason Garben	Lead Department: Economic Development
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Project Description: Development of a Public Courtyard area within the Main Street West Project (Parcels 1 & 2).
--

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:	Summer - Summer						2007-2008
Environmental Review:							
Design & Engineering:	Summer - Summer						2007-2008
Bid Advertising:							
Bid Award:							
Begin Construction:		Fall					2008
Construction:		Fall					2008
Council Acceptance		Winter					2009

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
RDA Debt Service (920)	\$ -	\$1,100,000	\$ -	\$ -	\$ -	\$ -	\$1,100,000
RDA 98 Bond (920)	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ 75,000	\$1,100,000	\$ -	\$ -	\$ -	\$ -	\$1,175,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Construction	\$ -	\$1,000,000	\$ -	\$ -	\$ -	\$ -	\$1,000,000
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
<i>Total Expenditures</i>	\$ 75,000	\$1,100,000	\$ -	\$ -	\$ -	\$ -	\$1,175,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Harbor Center Road Extension	Category: Public Infrastructure	Project No. 9927
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Location: Harbor Center from Lotz Way to Driftwood Drive
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Project Manager: Lee Evans	Lead Department: Public Works
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Project Description:

This project would restore the public road connection between Lotz Way and Driftwood Drive by extending the existing drive through to Driftwood Drive for public use and improved applicable street standards. Improvements would include the construction of new wider sidewalks, decorative pedestrian lighting, new street trees and tree planters, traffic-calming measures, drainage modifications, pavement striping, crosswalks, ADA ramps, and greater pedestrian access to the Marina and Sheldon Plaza. It would also include improvements to Lotz Way and Driftwood Drive to integrate the landscape, pedestrian and traffic calming features.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:	COMPLETED						
Right of Way Acquisition:	COMPLETED						
Environmental Review:	COMPLETED						
Design & Engineering:	COMPLETED						
Bid Advertising:	Spring						
Bid Award:		Summer					2008
Begin Construction:		Summer					2008
Construction:		Summer-Fall					2008
Council Acceptance		Winter					2009

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
General Fund (010)	\$ 797,000	\$1,560,000	\$ -	\$ -	\$ -	\$ -	\$2,357,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Resources	\$ 797,000	\$1,560,000	\$ -	\$ -	\$ -	\$ -	\$2,357,000
Expenditures							
Property Acquisition	\$ 460,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 460,000
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ 152,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 152,000
Construction	\$ 170,000	\$1,400,000	\$ -	\$ -	\$ -	\$ -	\$1,570,000
Const. Mgmt./Inspect.	\$ 15,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ 140,000
Total Expenditures	\$ 797,000	\$1,560,000	\$ -	\$ -	\$ -	\$ -	\$2,357,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Renovate Waterfront Restrooms	Category: Community Services/Parks	Project No. 9928
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Location: North Basin Restrooms

Project Manager: Vivien Togonon/Mick Jessop	Lead Department: Building/Recreation
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Project Description:

Renovation of the north basin public restrooms to help prevent damage and vandalism to existing facilities. Improvements include: stainless steel toilets, sinks, hand dryers; doors painted, steel doors & frames; light fixtures and wall-mounted mirrors. Miscellaneous improvements include a courtesy phone system with a direct connect line to PD Dispatch to monitor restroom.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:	Spring						2008
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:		Fall					2008
Bid Advertising:		Winter					2009
Bid Award:		Winter					2009
Begin Construction:		Winter					2009
Construction:		Spring					2009
Council Acceptance		Spring					2009

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
RDA 98 Bond (920)	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Renovate Lawler House	Category: Economic Development/Redevelopment	Project No. 9929
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Location: Lawler House 718 Main Street
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Project Manager: Vivien Togonon/Dan Kasperson	Lead Department: Building/Economic Development
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Project Description: Rehabilitation of exterior staircase and complete exterior paint.
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Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:	Spring						2008
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:		Summer					2008
Bid Advertising:		Summer					2008
Bid Award:		Summer					2008
Begin Construction:		Summer					2008
Construction:		Fall					2008
Council Acceptance		Fall					2008

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
RDA Debt Service (920)	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Traffic Control: Kellogg/Solano	Category: Public Infrastructure	Project No. 9930
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Location: Solano Street from Main Street to Kellogg Street; Kellogg Street from Solano Street to Line Street
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Project Manager: Lee Evans	Lead Department: Public Works
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Project Description:

This project will entail conducting a traffic study to provide for one-way traffic on Solano Street and Kellogg Street in conjunction with the Main Street West Parcels 1 & 2 project (Project Nos. 9807 & 9926). Implementation of the traffic study will be subject to approval.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:							
Bid Advertising:							
Bid Award:							
Begin Construction:							
Construction:		Summer-Fall					2008
Council Acceptance		Fall					2008

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
RDA 98 Bond (920)	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Senior Center Upgrades	Category: Community Services/Parks	Project No. 9931
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Location: Senior Center 318 Merganser

Project Manager: Dan Kasperson/Jeff Penrod	Lead Department: Building
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Project Description:
Project includes the repair of a sewer main line at the Senior Center and probable installation of a grease trap.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:		Summer					2008
Bid Advertising:		Summer					2008
Bid Award:		Summer					2008
Begin Construction:		Summer					2008
Construction:		Fall					2008
Council Acceptance		Fall					2008

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
Municipal Facilities Imprv. (302)	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Gadwall Drive Improvements	Category: Public Infrastructure	Project No. 9932
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Location: Gadwall Drive from Tree Duck way to Scoter Way
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Project Manager: Lee Evans	Lead Department: Public Works
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Project Description:

The proposed 2008 project would include Gadwall Drive from Blossom Avenue to Tree Duck Way. Staff further proposes that the FY 2008-09 Annual Budget process be utilized to address the drainage and roadway settlement issues at the remaining roadway segment of Gadwall Drive from Tree Duck Way to Scoter Way.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:		Win-Spr					2008-2009
Bid Advertising:		Spring					2009
Bid Award:		Spring					2009
Begin Construction:			Summer				2009
Construction:			Summer				2009
Council Acceptance			Fall				2009

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
Traffic Congs. Relief (115)	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Resources	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000
Construction	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Const. Mgmt./Inspect.	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Motorized Roll-up Doors	Category: Public Infrastructure	Project No. 9933
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Location: Corporation Yard 4555 Petersen Road

Project Manager: Dan Kasperson/Jeff Penrod	Lead Department: Building/Public Works
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Project Description: Installation of motorized roll-up doors to the Corporation Yard shop to prevent future injury and reduce liability concerns.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:							
Bid Advertising:							
Bid Award:							
Begin Construction:		Fall					2008
Construction:		Fall					2008
Council Acceptance							

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
Municipal Facilities Imprv. (302)	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Fire Ladder Truck Acquisition	Category: Public Safety/Emergency Services	Project No.: 9934
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Location: Suisun City Fire Station 621 Pintail Drive
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Project Manager: Mike O'Brien	Lead Department: Fire
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Project Description: Purchase of a 100' ladder Tower/ Platform aerial fire apparatus.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:		Fall					2008
Bid Advertising:		Fall					2008
Bid Award:		Fall					2008
Begin Construction:		Fall					2008
Construction:		Winter					2009
Council Acceptance							

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
Municipal Facilities Imprv. (234)	\$ -	\$ 440,000	\$ -	\$ -	\$ -	\$ -	\$ 440,000
Developer Contributions (234)	\$ -	\$ 860,000	\$ -	\$ -	\$ -	\$ -	\$ 860,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ -	\$ 1,300,000	\$ -	\$ -	\$ -	\$ -	\$ 1,300,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ 1,300,000	\$ -	\$ -	\$ -	\$ -	\$ 1,300,000
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ -	\$ 1,300,000	\$ -	\$ -	\$ -	\$ -	\$ 1,300,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Heritage Park Parking Lot Lights	Category: Community Services/Parks	Project No. 9935
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Location: Heritage Park

Project Manager: Mick Jessop	Lead Department: Recreation
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Project Description: Install 3 double arm parking lot lights in the center island of the Heritage Park/Joe Nelson Community Center parking lot.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:							
Bid Advertising:							
Bid Award:							
Begin Construction:		Fall					2008
Construction:		Fall-Winter					2008-2009
Council Acceptance		Winter					2009

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
Municipal Facilities Imprv. (302)	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Harbor Master Building Roof Repair	Category: Community Services/Parks	Project No. 9936
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Location: Harbor Master Building
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Project Manager: Kevin Moirano/Mick Jessop	Lead Department: Building
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Project Description: Repair the Harbor Master roof and copula to prevent leaking.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:							
Bid Advertising:							
Bid Award:							
Begin Construction:		Summer					2008
Construction:		Summer-Fall					2008
Council Acceptance							

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
Marina Operations (909)	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Marina Fishing Pier Renovation	Category: Community Services/Parks	Project No. 9937
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Location: Boat Launch on Kellogg Street

Project Manager: Mick Jessop/Gus Barkas	Lead Department: Recreation & Community Services
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Project Description: Replacement of 25+ year old fishing pier next to boat ramp.
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Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:							
Bid Advertising:							
Bid Award:							
Begin Construction:		Summer					2008
Construction:		Summer-Fall					2008
Council Acceptance							

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
Marina Operations (909)	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: RDA Marketing & Branding	Category: Economic Development/Redevelopment	Project No. 9938
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Location: Various locations throughout the City

Project Manager: Scott Corey	Lead Department: Economic Development
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Project Description: This project includes the recruitment of a marketing consultant to help the City define, develop, and implement the proper marketing strategy to achieve the marketing goals of the City.
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Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:							
Bid Advertising:							
Bid Award:							
Begin Construction:							
Construction:	ONGOING						
Council Acceptance							

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
RDA Debt Service (920)	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: RDA Business Loan Program	Category: Economic Development/Redevelopment	Project No. 9939
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Location: Various locations throughout the Agency

Project Manager: Jason Garben/Vivien Togonon	Lead Department: Economic Development
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Project Description: Business recruitment incentive program to provide low-interest rate business loans to credit-worthy bank-approved small businesses.
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Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:							
Bid Advertising:							
Bid Award:							
Begin Construction:							
Construction:	ONGOING						
Council Acceptance							

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
RDA Debt Service (920)	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: First Time Buyer/Foreclosure	Category: Housing/Community Development	Project No. 9940
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Location: Various locations throughout the Redevelopment Agency Project Area
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Project Manager: Vivien Togonon	Lead Department: Economic Development
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Project Description: Program targeting the purchase of newly renovated vacant bank-owned properties throughout the Redevelopment Project Area. Developer/Investor Participation to purchase and renovate the homes and sell to buyers through this program.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:							
Bid Advertising:							
Bid Award:							
Begin Construction:							
Construction:	ONGOING						
Council Acceptance							

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
Housing Set-Aside (966)	\$ -	\$3,400,000	\$ -	\$ -	\$ -	\$ -	\$3,400,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ -	\$3,400,000	\$ -	\$ -	\$ -	\$ -	\$3,400,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$3,400,000	\$ -	\$ -	\$ -	\$ -	\$3,400,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ -	\$3,400,000	\$ -	\$ -	\$ -	\$ -	\$3,400,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: First Time Buyer/Waterfront Housing	Category: Housing/Community Development	Project No. 9941
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Location: New Homes Constructed in the Waterfront District
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Project Manager: Vivien Togonon	Lead Department: Economic Development
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Project Description: Down payment assistance program to assist first-time homebuyers purchasing newly constructed homes located within the downtown waterfront area.
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Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:							
Bid Advertising:							
Bid Award:							
Begin Construction:							
Construction:	ONGOING						
Council Acceptance							

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
Housing Set-Aside (966)	\$ -	\$1,000,000	\$ -	\$ -	\$ -	\$ -	\$1,000,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ -	\$1,000,000	\$ -	\$ -	\$ -	\$ -	\$1,000,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$1,000,000	\$ -	\$ -	\$ -	\$ -	\$1,000,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ -	\$1,000,000	\$ -	\$ -	\$ -	\$ -	\$1,000,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Continental Apartments Rehabilitation Project	Category: Housing/Community Development	Project No. 9942
--	---	----------------------------

Location: Continental Apartments 1101 Crystal Street/1100 West Street/1117 School Street
--

Project Manager: Al DaSilva/Jason Garben	Lead Department: Economic Development
--	---

Project Description: Acquisition and interior and exterior rehabilitation of Continental Apartments.
--

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:	COMPLETED						2008
Right of Way Acquisition:							
Environmental Review:	COMPLETED						2008
Design & Engineering:							
Bid Advertising:							
Bid Award:							
Begin Construction:		Fall					2008
Construction:		Fall-Fall					2008-2009
Council Acceptance			Fall				2009

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
Housing Set-Aside (966)	\$ -	\$3,625,000	\$ -	\$ -	\$ -	\$ -	\$3,625,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ -	\$3,625,000	\$ -	\$ -	\$ -	\$ -	\$3,625,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$3,625,000	\$ -	\$ -	\$ -	\$ -	\$3,625,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ -	\$3,625,000	\$ -	\$ -	\$ -	\$ -	\$3,625,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Almond Gardens/Humphrey Place Rehabilitation/Resale	Category: Housing/Community Development	Project No. 9943
--	---	----------------------------

Location: Almond Gardens Apartments 709 Almond Street/Humphrey Place 1450 Humphrey Drive
--

Project Manager: Jason Garben	Lead Department: Economic Development
---	---

Project Description:
This appropriation is to provide funding for the initial study to determine the feasibility of rehabilitation or demolition and re-construction and possible condo conversion of Almond Gardens (\$90,000) and Humphrey Place (\$50,000).

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:		ONGOING					
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:							
Bid Advertising:							
Bid Award:							
Begin Construction:							
Construction:							
Council Acceptance							

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
Housing Set-Aside (966)	\$ -	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ 140,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ -	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ 140,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ 140,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ -	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ 140,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: "Fuelman" Replacement	Category: Community Services/Parks	Project No. 9944
--	--	----------------------------

Location: Marina Fuel Trailer & Harbor Master Office
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Project Manager: Mick Jessop/Gus Barkas	Lead Department: Recreation & Community Services
---	--

Project Description: Replacement of the 19 year old marina fuel delivery system.
--

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:							
Bid Advertising:							
Bid Award:							
Begin Construction:		Summer					2008
Construction:		Summer-Fall					2008
Council Acceptance							

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
Marina Operations (909)	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Sanitary Sewer Master Plan	Category: Public Infrastructure	Project No. 9945
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Location: Various Locations throughout the City

Project Manager: Nick Lozano/David Martinez	Lead Department: Public Works
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Project Description: Assessment of existing sanitary sewer condition in conjunction with the Fairfield-Suisun Sewer District. Develop a comprehensive CIP in the areas of need.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:		Sum-Spring					2008-2009
Bid Advertising:							
Bid Award:							
Begin Construction:		Spring					2009
Construction:		Spring					2009
Council Acceptance							

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
Sewer Maintenance Fund (185)	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Storm Drainage Master Plan	Category: Public Infrastructure	Project No. 9946
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Location: Various Locations throughout the City

Project Manager: Dan Kasperson/David Martinez	Lead Department: Public Works
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Project Description: Assessment of existing storm drainage system condition, determination of contribution from upstream neighbors and development of a comprehensive CIP in the areas of need, particularly in the area of Railroad Avenue and Worley Road.
--

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:		Summer					2008
Right of Way Acquisition:							
Environmental Review:		Summer					2008
Design & Engineering:		Fall-Winter					2008-2009
Bid Advertising:							
Bid Award:							
Begin Construction:							
Construction:							
Council Acceptance							

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
Storm Drain Maintenance Fund (190)	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Lawler Ranch Storm Drain Repair	Category: Public Infrastructure	Project No. 9947
--	---	----------------------------

Location: Lawler Ranch Parkway at Cohn and at Peytonia
--

Project Manager: David Martinez/Lee Evans	Lead Department: Public Works
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Project Description: Storm drain repair at Lawler Ranch Parkway & Cohn Court, and Lawler Ranch Parkway & Peytonia Lane in order to prevent future flooding.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:		Summer					2008
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:		Summer					2008
Bid Advertising:							
Bid Award:							
Begin Construction:		Summer					2008
Construction:		Summer-Fall					2008
Council Acceptance							

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
Lawler Ranch MAD (420)	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Resources</i>	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Batting Cage Removal and Improvements Phase I	Category: Community Services/Parks	Project No. 99xx
--	--	----------------------------

Location: Lambrecht Sports Complex
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Project Manager: Mick Jessop	Lead Department: Recreation & Community Services
--	--

Project Description:
Phase I: Remove unused batting cage structure at the Lambrecht Sports Complex. Phase II: Improve site to include picnic area, landscaping and install master planned playground between Little League and softball complexes. Funding below only reflects Phase I of project.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:							
Right of Way Acquisition:							
Environmental Review:							
Design & Engineering:							
Bid Advertising:							
Bid Award:							
Begin Construction:							
Construction:			Summer				2009
Council Acceptance			Fall				2009

Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
General Fund (010)	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ 20,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Resources	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ 20,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ 20,000
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ 20,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Project Title: Pintail/Walters Road Intersection Improvements	Category: Public Infrastructure	Project No. 99xx
---	---	----------------------------

Location: Intersection of Pintail Drive and Walters Road
--

Project Manager: Lee Evans	Lead Department: Public Works
--------------------------------------	---

Project Description:

Improvements shall consist of the installation of a traffic signal, the placement of the signal indications where they can clearly be seen by approaching vehicles, and the installation of OPTICOM signal preemption. The applicant for the Walters Road West Project shall provide 15 percent of the cost of this project.

Project Timeline:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	Est. Date
Pre-planning:			Fall-Sum				2009-2010
Right of Way Acquisition:			Fall-Sum				2009-2010
Environmental Review:			Fall-Sum				2009-2010
Design & Engineering:			Fall-Sum				2009-2010
Bid Advertising:				Summer			2010
Bid Award:				Summer			2010
Begin Construction:				Summer			2010
Construction:				Summer-Fall			2010
Council Acceptance				Winter			2011

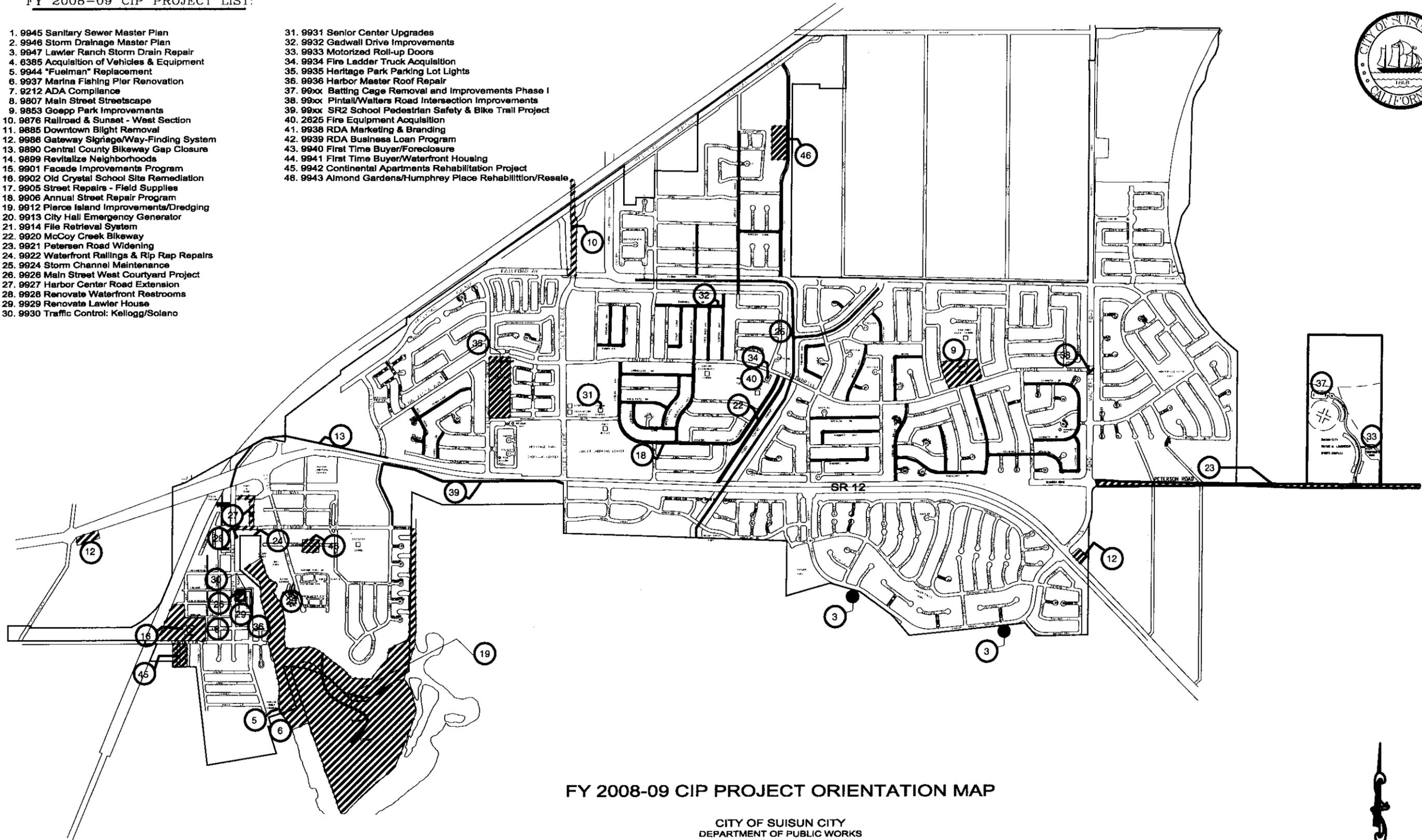
Budget Summary	Prior LTD	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	TOTAL
Resources							
OSSIP (115)	\$ -	\$ -	\$ 50,000	\$ 183,000	\$ -	\$ -	\$ 233,000
Developer Contributions (115)	\$ -	\$ -	\$ -	\$ 42,000	\$ -	\$ -	\$ 42,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Resources	\$ -	\$ -	\$ 50,000	\$ 225,000	\$ -	\$ -	\$ 275,000
Expenditures							
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design & Engineering	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000
Construction	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ 200,000
Const. Mgmt./Inspect.	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000
Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000
Total Expenditures	\$ -	\$ -	\$ 50,000	\$ 225,000	\$ -	\$ -	\$ 275,000

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET
FIVE-YEAR CAPITAL IMPROVEMENT PLAN

NOTES

FY 2008-09 CIP PROJECT LIST:

- | | |
|--|--|
| 1. 9945 Sanitary Sewer Master Plan | 31. 9931 Senior Center Upgrades |
| 2. 9946 Storm Drainage Master Plan | 32. 9932 Gadwall Drive Improvements |
| 3. 9947 Lawler Ranch Storm Drain Repair | 33. 9933 Motorized Roll-up Doors |
| 4. 9385 Acquisition of Vehicles & Equipment | 34. 9934 Fire Ladder Truck Acquisition |
| 5. 9944 "Fuelman" Replacement | 35. 9935 Heritage Park Parking Lot Lights |
| 6. 9937 Marina Fishing Pier Renovation | 36. 9936 Harbor Master Roof Repair |
| 7. 9212 ADA Compliance | 37. 99xx Batting Cage Removal and Improvements Phase I |
| 8. 9807 Main Street Streetscape | 38. 99xx Pintall/Walters Road Intersection Improvements |
| 9. 9853 Goepf Park Improvements | 39. 99xx SR2 School Pedestrian Safety & Bike Trail Project |
| 10. 9876 Railroad & Sunset - West Section | 40. 2625 Fire Equipment Acquisition |
| 11. 9885 Downtown Blight Removal | 41. 9938 RDA Marketing & Branding |
| 12. 9986 Gateway Signage/Way-Finding System | 42. 9939 RDA Business Loan Program |
| 13. 9890 Central County Bikeway Gap Closure | 43. 9940 First Time Buyer/Foreclosure |
| 14. 9899 Revitalize Neighborhoods | 44. 9941 First Time Buyer/Waterfront Housing |
| 15. 9901 Facade Improvements Program | 45. 9942 Continental Apartments Rehabilitation Project |
| 16. 9902 Old Crystal School Site Remediation | 46. 9943 Almond Gardens/Humphrey Place Rehabilitation/Resale |
| 17. 9905 Street Repairs - Field Supplies | |
| 18. 9906 Annual Street Repair Program | |
| 19. 9912 Pierce Island Improvements/Dredging | |
| 20. 9913 City Hall Emergency Generator | |
| 21. 9914 File Retrieval System | |
| 22. 9920 McCoy Creek Bikeway | |
| 23. 9921 Petersen Road Widening | |
| 24. 9922 Waterfront Railings & Rip Rap Repairs | |
| 25. 9924 Storm Channel Maintenance | |
| 26. 9926 Main Street West Courtyard Project | |
| 27. 9927 Harbor Center Road Extension | |
| 28. 9928 Renovate Waterfront Restrooms | |
| 29. 9929 Renovate Lawler House | |
| 30. 9930 Traffic Control: Kellogg/Solano | |



FY 2008-09 CIP PROJECT ORIENTATION MAP

CITY OF SUISUN CITY
 DEPARTMENT OF PUBLIC WORKS
 701 CIVIC CENTER BOULEVARD
 SUISUN CITY, CALIFORNIA 94585

OTHER ACTIVITIES

This section of the Annual Budget presents budget proposals for activities that are not directly associated with operating or capital budgets. Because amounts proposed annually for such activities can vary widely from one year to the next, including such amounts in the various operating budgets would tend to indicate dramatic changes in service levels, when no such changes are proposed. Similarly a large reduction in a one-time cost could hide a large increase in ongoing costs.

In addition, this section includes budget activities that are “double budgeted”, such as transfers to other funds or agencies, or internal service funds. These activities are double budgeted in that there are appropriations in two or more funds for the same expenditure. For example, there are a number of cases where monies are transferred from one fund to another fund to accomplish a capital project. The same amount is budgeted in two funds, but it will ultimately only be expended in one fund. Except for Debt Service expenditures that are presented in Section E, the budget where expenditures will ultimately occur is presented in the Operating Budget (C Section) or the Major Capital Budget (D Section).

The following Other Activities are included in this section:

- **Internal Service Funded Activities** – These activities generally provide services to other City, Agency, or Authority programs. Their costs are recovered through interdepartmental charges to the benefiting operating programs.
- **Debt Service Activities** – These activities provide budgets for the costs of borrowing money including: debt issuance costs, bond discounts, prepayment fees, trustee fees, interest payments, and principal payments. The costs associated with the collection of taxes or assessments are also included in this category.
- **Contingencies & Reserves** – These activities provide designated contingencies for unforeseen costs, changes in the economy, or emergencies, as well as undesignated reserves. No expenditures occur in these budget units. Funds may only be expended by moving funds from these activities to other budget units through amendments to the budget by the Council, the Agency or the Authority.
- **Transfers to Other Funds or Agencies** – These activities include interfund transfers of monies or interagency transfers of monies.

CITY OF SUISUN FY 2008-09 ANNUAL BUDGET

OTHER ACTIVITIES

<u>Fund No.</u>	<u>Fund Title</u>	<u>FY 05/06</u> <u>Actual</u>	<u>FY 06/07</u> <u>Actual</u>	<u>FY 07/08</u> <u>Amended</u>	<u>FY 08/09</u> <u>Recommend</u>
RESOURCES					
10	General Fund	\$ 524,863	\$ 472,427	\$ 5,467,000	\$ 3,220,500
105	Gas Tax Fund	\$ 24,511	\$ 22,560	\$ 42,600	\$ 20,300
106	Traffic Congestion Relief Fund	\$ -	\$ 117,288	\$ 333,500	\$ 453,600
120	OSSIP Fund	\$ 164,937	\$ 178,683	\$ 2,512,000	\$ 2,607,200
125	Traffic Safety Fund	\$ -	\$ -	\$ -	\$ 60,000
132	Recycled Containers Grant Fund	\$ -	\$ -	\$ -	\$ 5,000
147	Traffic Towing Fund	\$ 73,752	\$ 73,950	\$ 61,000	\$ 101,400
170	WFH Rewards Grant Fund	\$ -	\$ -	\$ 38,600	\$ -
185	Sewer Maintenance Fund	\$ 1,188	\$ 1,190	\$ 1,200	\$ -
190	Storm Drain & Fld Channel Maint Fund	\$ 88,559	\$ 16,610	\$ 252,500	\$ 24,300
201	YMCA Lease Fund	\$ 200,000	\$ 220,000	\$ 240,000	\$ 240,000
210	North Bay Aqeduct Debt Service Fund	\$ 69,038	\$ 69,028	\$ 70,600	\$ 71,600
211	Vehicle Lease Purchase Fund	\$ 44,260	\$ 40,346	\$ 40,500	\$ 28,600
222	Victorian Harbor Bonds Debt Service Fund	\$ 57,048	\$ 56,335	\$ 56,200	\$ 55,300
225	Civic Center Debt Service Fund	\$ 263,291	\$ 261,607	\$ 262,700	\$ 262,400
231	Highway 12 Debt Service Fund	\$ 314,241	\$ 311,446	\$ 314,400	\$ 316,000
300	Park Development Fund	\$ 390,197	\$ 16,983	\$ 580,150	\$ 527,200
320	Municipal Facilities Improvement Fund	\$ 204,090	\$ 209,193	\$ 241,000	\$ 836,000
420	Lawler Ranch MAD Fund	\$ 22,296	\$ 23,060	\$ 24,600	\$ 24,700
422	Marina Village Dredging MAD Fund	\$ 1,044	\$ 1,040	\$ 311,000	\$ 386,000
425	Blossom Meadows MAD Fund	\$ 1,248	\$ 1,280	\$ 1,400	\$ 1,400
430	Heritage Park MAD Fund	\$ 17,256	\$ 17,330	\$ 14,600	\$ 14,600
435	Monebello Vista MAD Fund	\$ 4,200	\$ 4,220	\$ 3,700	\$ 3,700
445	Peterson Ranch MAD Fund	\$ 8,832	\$ 9,090	\$ 13,900	\$ 14,300
446	Peterson Ranch CFD No. 1 Fund	\$ 77,160	\$ 79,510	\$ 79,500	\$ 85,300
448	Railroad Avenue MAD Fund	\$ 252	\$ 250	\$ 300	\$ 500
449	Victorian Harbor Dredging MAD Fund	\$ 959	\$ 1,380	\$ 316,500	\$ 391,600
453	Victorian Harbor MAD Zone A Fund	\$ 22,024	\$ 22,668	\$ 24,400	\$ 24,500
454	Victorian Harbor MAD Zone B Fund	\$ 5,677	\$ 5,814	\$ 6,200	\$ 6,200
455	Victorian Harbor MAD Zone C Fund	\$ 19,255	\$ 19,686	\$ 20,800	\$ 21,400
457	Victorian Harbor MAD Zone D Fund	\$ 6,090	\$ 6,268	\$ 6,800	\$ 6,800
458	Victorian Harbor MAD Zone E Fund	\$ 12,888	\$ 13,264	\$ 14,300	\$ 14,300
459	Victorian Harbor MAD Zone F Fund	\$ 20,740	\$ 21,464	\$ 23,100	\$ 23,200
460	Highway 12 Landscape Contract Fund	\$ 516	\$ 500	\$ 500	\$ -
461	Suisun City CFD No. 2 Fund	\$ -	\$ 120,330	\$ 122,700	\$ 277,400
462	CFD No. 2 Tax Zone 2 (McCoy Creek) Fund	\$ -	\$ -	\$ 700	\$ 300
464	McCoy Creek PAD Fund	\$ -	\$ -	\$ 1,300	\$ 500
465	CFD No. 2 Tax Zone 1 (Amberwood) Fund	\$ -	\$ -	\$ 1,100	\$ 1,200
466	CFD No. 2 Tax Zone 3 (Peterson Rch) Fund	\$ -	\$ -	\$ -	\$ 500
467	CFD No. 2 Tax Zone 5 (Summerwood) Fund	\$ -	\$ -	\$ -	\$ 400
708	Equipment Maintenance Fund	\$ -	\$ 36,500	\$ 57,500	\$ 29,100
709	Equipment Replacement Fund	\$ -	\$ -	\$ -	\$ 22,600
713	Public Works Service Fund	\$ 995,060	\$ 1,117,317	\$ 1,188,600	\$ 1,129,000
715	Liability Self-Insurance Fund	\$ -	\$ -	\$ -	\$ 110,000
750	Workers' Compensation Self-Ins Fund	\$ 52,596	\$ 49,900	\$ 49,900	\$ 476,300
765	Unemployment Insurance Fund	\$ -	\$ -	\$ -	\$ 23,100
900	RDA Administration Fund	\$ 132,386	\$ 68,323	\$ 28,000	\$ -
905	RDA Housing Set-Aside Fund	\$ 765,221	\$ 7,715,385	\$ 618,600	\$ 8,707,300
907	RDA Almond Gardens Fund	\$ 53,772	\$ 53,770	\$ 53,800	\$ 62,300
908	RDA Asset Management Fund	\$ 24,000	\$ 24,000	\$ 24,000	\$ 27,600

CITY OF SUISUN FY 2008-09 ANNUAL BUDGET

OTHER ACTIVITIES

<u>Fund No.</u>	<u>Fund Title</u>	<u>FY 05/06 Actual</u>	<u>FY 06/07 Actual</u>	<u>FY 07/08 Amended</u>	<u>FY 08/09 Recommend</u>
909	RDA Marina Operations Fund	\$ 303,175	\$ 299,852	\$ -	\$ 324,000
912	RDA Acquisition & Disposition Fund	\$ -	\$ 1,172,071	\$ -	\$ -
919	Marina Fuel Fund	\$ 5	\$ -	\$ -	\$ -
950	RDA Tax Increment Fund	\$ 14,957,166	\$ 16,234,048	\$ 18,355,060	\$ 19,853,400
951	RDA 1998 Bond Fund	\$ -	\$ -	\$ 100,000	\$ 89,200
953	RDA 2003-A Bond Fund	\$ -	\$ -	\$ -	\$ 59,600
Total Resources		<u>\$ 19,923,793</u>	<u>\$ 29,185,966</u>	<u>\$ 31,976,810</u>	<u>\$ 41,041,700</u>

USE OF RESOURCES

<u>Cat. No.</u>	<u>Other Activity Category</u>				
A.	Internal Service Fund	\$ 995,060	\$ 1,117,317	\$ 1,188,600	\$ 1,129,000
B.	Debt Service	\$ 6,568,465	\$ 7,611,987	\$ 6,672,710	\$ 6,832,800
C.	Contingencies	\$ -	\$ -	\$ 4,697,900	\$ 3,447,000
D.	Transfers to Other Funds or Agencies	\$ 12,360,268	\$ 20,456,662	\$ 19,417,600	\$ 29,632,900
Total Use of Resources		<u>\$ 19,923,793</u>	<u>\$ 29,185,966</u>	<u>\$ 31,976,810</u>	<u>\$ 41,041,700</u>

CITY OF SUISUN FY 2008-09 ANNUAL BUDGET

OTHER ACTIVITIES

Fund No. FUND TITLE	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Project No. Other Activities Project Title</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
RESOURCES				
10 GENERAL FUND				
1990 General Fund General Contingency	\$ -	\$ -	\$ 1,869,650	\$ 369,000
1990 General Fund Emergency Reserve	\$ -	\$ -	\$ 2,828,250	\$ 2,518,600
var. Transfers to Other Funds	\$ 524,863	\$ 472,427	\$ 769,100	\$ 332,900
Total Fund 010	\$ 524,863	\$ 472,427	\$ 5,467,000	\$ 3,220,500
105 GAS TAX FUND				
6320 Transfers to Other Funds	\$ 24,511	\$ 22,560	\$ 42,600	\$ 20,300
Total Fund 105	\$ 24,511	\$ 22,560	\$ 42,600	\$ 20,300
106 TRAFFIC CONGESTION RELIEF FUND				
6322 Transfers to Other Funds	\$ -	\$ 117,288	\$ 333,500	\$ 453,600
Total Fund 106	\$ -	\$ 117,288	\$ 333,500	\$ 453,600
120 OSSIP FUND				
6515 Transfers to Other Funds	\$ 164,937	\$ 178,683	\$ 2,512,000	\$ 2,607,200
Total Fund 120	\$ 164,937	\$ 178,683	\$ 2,512,000	\$ 2,607,200
125 TRAFFIC SAFETY FUND				
2370 Transfers to Other Funds	\$ -	\$ -	\$ -	\$ 60,000
Total Fund 125	\$ -	\$ -	\$ -	\$ 60,000
132 RECYCLED CONTAINERS GRANT FUND				
6032 Transfers to Other Funds	\$ -	\$ -	\$ -	\$ 5,000
Total Fund 132	\$ -	\$ -	\$ -	\$ 5,000
147 TRAFFIC TOWING FUND				
2406 Transfers to Other Funds	\$ 73,752	\$ 73,950	\$ 61,000	\$ 101,400
Total Fund 147	\$ 73,752	\$ 73,950	\$ 61,000	\$ 101,400
170 2006 WFH REWARDS GRANT FUND				
9911 Transfers to Other Funds	\$ -	\$ -	\$ 38,600	\$ -
Total Fund 170	\$ -	\$ -	\$ 38,600	\$ -

CITY OF SUISUN FY 2008-09 ANNUAL BUDGET

OTHER ACTIVITIES

Fund No. FUND TITLE	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Project No. Other Activities Project Title</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
185 SEWER MAINTENANCE FUND				
6310 Transfers to Other Funds	\$ 1,188	\$ 1,190	\$ 1,200	\$ -
Total Fund 185	\$ 1,188	\$ 1,190	\$ 1,200	\$ -
190 STORM DRAIN & FLD CHANNEL MAINT FUND				
6315 Transfers to Other Funds	\$ 88,559	\$ 16,610	\$ 252,500	\$ 24,300
Total Fund 190	\$ 88,559	\$ 16,610	\$ 252,500	\$ 24,300
201 YMCA LEASE FUND				
7400 YMCA Lease Debt Service	\$ 200,000	\$ 220,000	\$ 240,000	\$ 240,000
Total Fund 201	\$ 200,000	\$ 220,000	\$ 240,000	\$ 240,000
210 NORTH BAY AQUEDUCT DEBT SERVICE FUND				
7420 North Bay Aqueduct Debt Service	\$ 69,038	\$ 69,028	\$ 70,600	\$ 71,600
Total Fund 210	\$ 69,038	\$ 69,028	\$ 70,600	\$ 71,600
211 VEHICLE LEASE PURCHASE FUND				
7613 Vehicle Lease Purchase Payments-Sweeper	\$ 32,365	\$ 28,451	\$ 28,600	\$ 28,600
7614 Vehicle Lease Purchase Payments-Dump Truck	\$ 11,895	\$ 11,895	\$ 11,900	\$ -
Total Fund 211	\$ 44,260	\$ 40,346	\$ 40,500	\$ 28,600
222 VICTORIAN HARBOR BONDS D/S FUND				
7422 Victorian Harbor Bonds Debt Service	\$ 57,048	\$ 56,335	\$ 56,200	\$ 55,300
Total Fund 222	\$ 57,048	\$ 56,335	\$ 56,200	\$ 55,300
225 CIVIC CENTER DEBT SERVICE FUND				
7470 Civic Center Debt Service	\$ 263,291	\$ 261,607	\$ 262,700	\$ 262,400
Total Fund 225	\$ 263,291	\$ 261,607	\$ 262,700	\$ 262,400
231 HIGHWAY 12 DEBT SERVICE FUND				
7431 Highway 12 Debt Service	\$ 314,241	\$ 311,446	\$ 314,400	\$ 316,000
Total Fund 231	\$ 314,241	\$ 311,446	\$ 314,400	\$ 316,000

CITY OF SUISUN FY 2008-09 ANNUAL BUDGET

OTHER ACTIVITIES

Fund No.	FUND TITLE	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Project No.</u>	<u>Other Activities Project Title</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
300 PARK DEVELOPMENT FUND					
6520	Transfers to Other Funds	\$ 383,370	\$ -	\$ 559,400	\$ 506,400
6520	Park Development Fund Administration	\$ 6,827	\$ 16,983	\$ 20,750	\$ 20,800
	Total Fund 300	\$ 390,197	\$ 16,983	\$ 580,150	\$ 527,200
320 MUNICIPAL FACILITIES IMPROVEMENT FUND					
6510	Transfers to Other Funds	\$ 204,090	\$ 209,193	\$ 241,000	\$ 836,000
	Total Fund 320	\$ 204,090	\$ 209,193	\$ 241,000	\$ 836,000
420 LAWLER RANCH MAD FUND					
6425	Transfers to Other Funds	\$ 22,296	\$ 23,060	\$ 24,600	\$ 24,700
	Total Fund 420	\$ 22,296	\$ 23,060	\$ 24,600	\$ 24,700
422 MARINA VILLAGE DREDGING MAD FUND					
6423	Transfers to Other Funds	\$ 1,044	\$ 1,040	\$ 311,000	\$ 386,000
	Total Fund 422	\$ 1,044	\$ 1,040	\$ 311,000	\$ 386,000
425 BLOSSOM MEADOWS MAD FUND					
6430	Transfers to Other Funds	\$ 1,248	\$ 1,280	\$ 1,400	\$ 1,400
	Total Fund 425	\$ 1,248	\$ 1,280	\$ 1,400	\$ 1,400
430 HERITAGE PARK MAD FUND					
6435	Transfers to Other Funds	\$ 17,256	\$ 17,330	\$ 14,600	\$ 14,600
	Total Fund 430	\$ 17,256	\$ 17,330	\$ 14,600	\$ 14,600
435 MONTEBELLO VISTA MAD FUND					
6440	Transfers to Other Funds	\$ 4,200	\$ 4,220	\$ 3,700	\$ 3,700
	Total Fund 435	\$ 4,200	\$ 4,220	\$ 3,700	\$ 3,700
445 PETERSON RANCH MAD FUND					
6445	Transfers to Other Funds	\$ 8,832	\$ 9,090	\$ 13,900	\$ 14,300
	Total Fund 445	\$ 8,832	\$ 9,090	\$ 13,900	\$ 14,300

CITY OF SUISUN FY 2008-09 ANNUAL BUDGET

OTHER ACTIVITIES

Fund No. FUND TITLE	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Project No. Other Activities Project Title</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
446 PETERSON RANCH CFD NO. 1 FUND				
6446 Transfers to Other Funds	\$ 77,160	\$ 79,510	\$ 79,500	\$ 85,300
Total Fund 446	\$ 77,160	\$ 79,510	\$ 79,500	\$ 85,300
448 RAILROAD AVENUE MAD FUND				
6456 Transfers to Other Funds	\$ 252	\$ 250	\$ 300	\$ 500
Total Fund 448	\$ 252	\$ 250	\$ 300	\$ 500
449 VICTORIAN HARBOR DREDGING MAD FUND				
6449 Victorian Harbor Dredging Debt Service	\$ (385)	\$ -	\$ -	\$ -
6449 Transfers to Other Funds	\$ 1,344	\$ 1,380	\$ 316,500	\$ 391,600
Total Fund 449	\$ 959	\$ 1,380	\$ 316,500	\$ 391,600
453 VICTORIAN HARBOR MAD ZONE A FUND				
6453 Transfers to Other Funds	\$ 22,024	\$ 22,668	\$ 24,400	\$ 24,500
Total Fund 453	\$ 22,024	\$ 22,668	\$ 24,400	\$ 24,500
454 VICTORIAN HARBOR MAD ZONE B FUND				
6454 Transfers to Other Funds	\$ 5,677	\$ 5,814	\$ 6,200	\$ 6,200
Total Fund 454	\$ 5,677	\$ 5,814	\$ 6,200	\$ 6,200
455 VICTORIAN HARBOR MAD ZONE C FUND				
6455 Transfers to Other Funds	\$ 19,255	\$ 19,686	\$ 20,800	\$ 21,400
Total Fund 455	\$ 19,255	\$ 19,686	\$ 20,800	\$ 21,400
457 VICTORIAN HARBOR MAD ZONE D FUND				
6457 Transfers to Other Funds	\$ 6,090	\$ 6,268	\$ 6,800	\$ 6,800
Total Fund 457	\$ 6,090	\$ 6,268	\$ 6,800	\$ 6,800
458 VICTORIAN HARBOR MAD ZONE E FUND				
6458 Transfers to Other Funds	\$ 12,888	\$ 13,264	\$ 14,300	\$ 14,300
Total Fund 458	\$ 12,888	\$ 13,264	\$ 14,300	\$ 14,300

CITY OF SUISUN FY 2008-09 ANNUAL BUDGET

OTHER ACTIVITIES

Fund No. FUND TITLE	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Project No. Other Activities Project Title</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
459 VICTORIAN HARBOR MAD ZONE F FUND				
6459 Victorian Harbor Zone F Debt Service	\$ (126)	\$ -	\$ -	\$ -
6459 Transfers to Other Funds	\$ 20,866	\$ 21,464	\$ 23,100	\$ 23,200
Total Fund 459	\$ 20,740	\$ 21,464	\$ 23,100	\$ 23,200
460 HIGHWAY 12 LANDSCAPE CONTRACT FUND				
6326 Transfers to Other Funds	\$ 516	\$ 500	\$ 500	\$ -
Total Fund 460	\$ 516	\$ 500	\$ 500	\$ -
461 SUISUN CITY CFD NO. 2 FUND				
6461 CFD No. 2 Collection Costs	\$ -	\$ 1,180	\$ 1,200	\$ 2,100
6461 Transfers to Other Funds	\$ -	\$ 119,150	\$ 121,500	\$ 275,300
Total Fund 461	\$ -	\$ 120,330	\$ 122,700	\$ 277,400
462 CFD NO. 2 TAX ZONE 2 (MCCOY CREEK) FUND				
6462 Transfers to Other Funds	\$ -	\$ -	\$ 700	\$ 300
Total Fund 462	\$ -	\$ -	\$ 700	\$ 300
464 MCCOY CREEK PAD FUND				
6464 Transfers to Other Funds	\$ -	\$ -	\$ 1,300	\$ 500
Total Fund 464	\$ -	\$ -	\$ 1,300	\$ 500
465 CFD NO. 2 TAX ZONE 1 (AMBERWOOD) FUND				
6465 Transfers to Other Funds	\$ -	\$ -	\$ 1,100	\$ 1,200
Total Fund 465	\$ -	\$ -	\$ 1,100	\$ 1,200
466 CFD NO. 2 TAX ZONE 3 (PETERSON RCH) FUND				
6466 Transfers to Other Funds	\$ -	\$ -	\$ -	\$ 500
Total Fund 466	\$ -	\$ -	\$ -	\$ 500
467 CFD NO. 2 TAX ZONE 5 (SUMMERWOOD) FUND				
6467 Transfers to Other Funds	\$ -	\$ -	\$ -	\$ 400
Total Fund 467	\$ -	\$ -	\$ -	\$ 400

CITY OF SUISUN FY 2008-09 ANNUAL BUDGET

OTHER ACTIVITIES

Fund No. FUND TITLE	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Project No. Other Activities Project Title</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
708 EQUIPMENT MAINTENANCE FUND				
6380 Transfers to Other Funds	\$ -	\$ 36,500	\$ 57,500	\$ 29,100
Total Fund 708	\$ -	\$ 36,500	\$ 57,500	\$ 29,100
709 EQUIPMENT REPLACEMENT FUND				
6385 Transfers to Other Funds	\$ -	\$ -	\$ -	\$ 22,600
Total Fund 709	\$ -	\$ -	\$ -	\$ 22,600
713 PUBLIC WORKS SERVICES FUND				
6395 Public Works Maintenance Internal Services	\$ 995,060	\$ 1,117,317	\$ 1,188,600	\$ 1,129,000
Total Fund 713	\$ 995,060	\$ 1,117,317	\$ 1,188,600	\$ 1,129,000
715 LIABILITY SELF-INSURANCE FUND				
1770 Liability Self-Insurance Reserve	\$ -	\$ -	\$ -	\$ 110,000
Total Fund 715	\$ -	\$ -	\$ -	\$ 110,000
750 WORKERS' COMPENSATION SELF-INS FUND				
1780 Workers' Compensation Self-Insurance Reserve	\$ -	\$ -	\$ -	\$ 426,300
1780 Transfers to Other Funds	\$ 52,596	\$ 49,900	\$ 49,900	\$ 50,000
Total Fund 750	\$ 52,596	\$ 49,900	\$ 49,900	\$ 476,300
765 UNEMPLOYMENT INSURANCE FUND				
1790 Unemployment Insurance Reserve	\$ -	\$ -	\$ -	\$ 23,100
Total Fund 765	\$ -	\$ -	\$ -	\$ 23,100
900 RDA ADMINISTRATION FUND				
3510 Transfers to Other Funds	\$ 103,050	\$ 57,300	\$ 16,500	\$ -
8810 Transfers to Other Funds	\$ 29,336	\$ 11,023	\$ 11,500	\$ -
Total Fund 900	\$ 132,386	\$ 68,323	\$ 28,000	\$ -

CITY OF SUISUN FY 2008-09 ANNUAL BUDGET

OTHER ACTIVITIES

Fund No. FUND TITLE	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Project No. Other Activities Project Title</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
905 RDA HOUSING SET-ASIDE FUND				
3560 Transfers to Other Funds	\$ 765,221	\$ 7,715,385	\$ 618,600	\$ 8,707,300
Total Fund 905	\$ 765,221	\$ 7,715,385	\$ 618,600	\$ 8,707,300
907 RDA ALMOND GARDENS FUND				
3480 Transfers to Other Funds	\$ 53,772	\$ 53,770	\$ 53,800	\$ 62,300
Total Fund 907	\$ 53,772	\$ 53,770	\$ 53,800	\$ 62,300
908 RDA ASSET MANAGEMENT FUND				
3361 Transfers to Other Funds	\$ 14,004	\$ 14,000	\$ 14,000	\$ 17,100
3362 Transfers to Other Funds	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,500
3515 Transfers to Other Funds	\$ 996	\$ 1,000	\$ 1,000	\$ 1,000
Total Fund 908	\$ 24,000	\$ 24,000	\$ 24,000	\$ 27,600
909 RDA MARINA OPERATIONS FUND				
8910 Transfers to Other Funds	\$ 303,175	\$ 299,852	\$ -	\$ 324,000
Total Fund 909	\$ 303,175	\$ 299,852	\$ -	\$ 324,000
912 RDA ACQUISITION & DISPOSITION FUND				
3517 Transfers to Other Funds	\$ -	\$ 1,172,071	\$ -	\$ -
Total Fund 912	\$ -	\$ 1,172,071	\$ -	\$ -
919 MARINA FUEL FUND				
8920 Marina Fuel Debt Service	\$ 5	\$ -	\$ -	\$ -
Total Fund 919	\$ 5	\$ -	\$ -	\$ -

CITY OF SUISUN FY 2008-09 ANNUAL BUDGET

OTHER ACTIVITIES

Fund No. FUND TITLE	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Project No. Other Activities Project Title</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
950 RDA TAX INCREMENT FUND				
3500 Transfers to Other Funds	\$ 5,043,931	\$ 5,597,145	\$ 7,719,500	\$ 8,669,900
3500 RDA Tax Increment Debt Service	\$ 954	\$ -	\$ 4,360	\$ 4,400
7405 SS City Loans	\$ 27,775	\$ 28,981	\$ 170,900	\$ 279,300
7424 Highway 12 North Parcel I Debt Service	\$ 53,207	\$ 494,478	\$ -	\$ -
7425 Sunset & Railroad Debt Service	\$ 49,662	\$ 461,512	\$ -	\$ -
7427 Highway 12 North Parcel II Debt Service	\$ 17,396	\$ 211,327	\$ -	\$ -
7508 2003 B Bond (1993 Refunding) Debt Service	\$ 3,057,012	\$ 3,060,962	\$ 3,060,700	\$ 3,059,200
7509 Cal Boating Rehab Loan Debt Service	\$ 452,100	\$ 452,070	\$ 452,300	\$ 452,200
7516 Transfers to Other Agencies	\$ 4,298,969	\$ 4,001,841	\$ 4,969,200	\$ 5,347,500
7523 Connor Note (Theater) Debt Service	\$ 49,530	\$ -	\$ -	\$ -
7526 Theater Equipment Lease Debt Service	\$ 44,611	\$ 23,530	\$ -	\$ -
7530 2003 A Bond Debt Service	\$ 421,180	\$ 452,618	\$ 458,700	\$ 488,400
7541 1998 Bond Debt Service	\$ 1,134,552	\$ 1,170,205	\$ 1,202,500	\$ 1,235,700
7560 One Harbor Center Lease Payments	\$ 38,287	\$ 11,379	\$ 48,800	\$ 48,800
7620 Sheldon Oil Site Acquisition Debt Service	\$ 268,000	\$ 268,000	\$ 268,100	\$ 268,000
Total Fund 950	\$ 14,957,166	\$ 16,234,048	\$ 18,355,060	\$ 19,853,400
951 RDA 1998 BOND FUND				
7540 Transfers to Other Funds	\$ -	\$ -	\$ 100,000	\$ 89,200
Total Fund 951	\$ -	\$ -	\$ 100,000	\$ 89,200
953 RDA 2003-A BOND FUND				
7531 Transfers to Other Funds	\$ -	\$ -	\$ -	\$ 59,600
Total Fund 953	\$ -	\$ -	\$ -	\$ 59,600
TOTAL RESOURCES	\$ 19,923,793	\$ 29,185,966	\$ 31,976,810	\$ 41,041,700

USE OF RESOURCES

A. INTERNAL SERVICE FUNDED ACTIVITIES

6395 Public Works Maintenance Internal Services	\$ 995,060	\$ 1,117,317	\$ 1,188,600	\$ 1,129,000
Total Internal Service Funded Activities	\$ 995,060	\$ 1,117,317	\$ 1,188,600	\$ 1,129,000

CITY OF SUISUN FY 2008-09 ANNUAL BUDGET

OTHER ACTIVITIES

Fund No. FUND TITLE	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Project No. Other Activities Project Title</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
B. DEBT SERVICE ACTIVITIES				
3500 RDA Tax Increment Debt Service	\$ 954	\$ -	\$ 4,360	\$ 4,400
6449 Victorian Harbor Dredging Debt Service	\$ (385)	\$ -	\$ -	\$ -
6459 Victorian Harbor Zone F Debt Service	\$ (126)	\$ -	\$ -	\$ -
6461 CFD No. 2 Collection Costs	\$ -	\$ 1,180	\$ 1,200	\$ 2,100
6520 Park Development Fund Administration	\$ 6,827	\$ 16,983	\$ 20,750	\$ 20,800
7400 YMCA Lease Debt Service	\$ 200,000	\$ 220,000	\$ 240,000	\$ 240,000
7405 SS City Loans	\$ 27,775	\$ 28,981	\$ 170,900	\$ 279,300
7508 2003 B Bond (1993 Refunding) Debt Service	\$ 3,057,012	\$ 3,060,962	\$ 3,060,700	\$ 3,059,200
7509 Cal Boating Rehab Loan Debt Service	\$ 452,100	\$ 452,070	\$ 452,300	\$ 452,200
7420 North Bay Aqueduct Debt Service	\$ 69,038	\$ 69,028	\$ 70,600	\$ 71,600
7613 Vehicle Lease Purchase Payments-Sweeper	\$ 32,365	\$ 28,451	\$ 28,600	\$ 28,600
7614 Vehicle Lease Purchase Payments-Dump Truck	\$ 11,895	\$ 11,895	\$ 11,900	\$ -
7422 Victorian Harbor Bonds Debt Service	\$ 57,048	\$ 56,335	\$ 56,200	\$ 55,300
7424 Highway 12 North Parcel I Debt Service	\$ 53,207	\$ 494,478	\$ -	\$ -
7425 Sunset & Railroad Debt Service	\$ 49,662	\$ 461,512	\$ -	\$ -
7427 Highway 12 North Parcel II Debt Service	\$ 17,396	\$ 211,327	\$ -	\$ -
7431 Highway 12 Debt Service	\$ 314,241	\$ 311,446	\$ 314,400	\$ 316,000
7470 Civic Center Debt Service	\$ 263,291	\$ 261,607	\$ 262,700	\$ 262,400
7523 Connor Note (Theater) Debt Service	\$ 49,530	\$ -	\$ -	\$ -
7526 Theater Equipment Lease Debt Service	\$ 44,611	\$ 23,530	\$ -	\$ -
7530 2003 A Bond Debt Service	\$ 421,180	\$ 452,618	\$ 458,700	\$ 488,400
7541 1998 Bond Debt Service	\$ 1,134,552	\$ 1,170,205	\$ 1,202,500	\$ 1,235,700
7560 One Harbor Center Lease Payments	\$ 38,287	\$ 11,379	\$ 48,800	\$ 48,800
7620 Sheldon Oil Site Acquisition Debt Service	\$ 268,000	\$ 268,000	\$ 268,100	\$ 268,000
8920 Marina Fuel Debt Service	\$ 5	\$ -	\$ -	\$ -
Total Debt Service Activities	\$ 6,568,465	\$ 7,611,987	\$ 6,672,710	\$ 6,832,800
C. CONTINGENCIES				
1770 Liability Self-Insurance Reserve	\$ -	\$ -	\$ -	\$ 110,000
1780 Workers' Compensation Self-Insurance Reserve	\$ -	\$ -	\$ -	\$ 426,300
1790 Unemployment Insurance Reserve	\$ -	\$ -	\$ -	\$ 23,100
1990 General Fund General Contingency	\$ -	\$ -	\$ 1,869,650	\$ 369,000
1990 General Fund Emergency Reserve	\$ -	\$ -	\$ 2,828,250	\$ 2,518,600
Total Contingencies	\$ -	\$ -	\$ 4,697,900	\$ 3,447,000
D. TRANSFERS TO OTHER FUNDS OR AGENCIES				
1780 Transfers to Other Funds	\$ 52,596	\$ 49,900	\$ 49,900	\$ 50,000
2370 Transfers to Other Funds	\$ -	\$ -	\$ -	\$ 60,000
2406 Transfers to Other Funds	\$ 73,752	\$ 73,950	\$ 61,000	\$ 101,400
3361 Transfers to Other Funds	\$ 14,004	\$ 14,000	\$ 14,000	\$ 17,100
3362 Transfers to Other Funds	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,500
3480 Transfers to Other Funds	\$ 53,772	\$ 53,770	\$ 53,800	\$ 62,300
3500 Transfers to Other Funds	\$ 5,043,931	\$ 5,597,145	\$ 7,719,500	\$ 8,669,900

CITY OF SUISUN FY 2008-09 ANNUAL BUDGET

OTHER ACTIVITIES

Fund No.	FUND TITLE	FY 05/06	FY 06/07	FY 07/08	FY 08/09
<u>Project No.</u>	<u>Other Activities Project Title</u>	<u>Actual</u>	<u>Actual</u>	<u>Amended</u>	<u>Recommend</u>
3510	Transfers to Other Funds	\$ 103,050	\$ 57,300	\$ 16,500	\$ -
3515	Transfers to Other Funds	\$ 996	\$ 1,000	\$ 1,000	\$ 1,000
3517	Transfers to Other Funds	\$ -	\$ 1,172,071	\$ -	\$ -
3560	Transfers to Other Funds	\$ 765,221	\$ 7,715,385	\$ 618,600	\$ 8,707,300
6032	Transfers to Other Funds	\$ -	\$ -	\$ -	\$ 5,000
6310	Transfers to Other Funds	\$ 1,188	\$ 1,190	\$ 1,200	\$ -
6315	Transfers to Other Funds	\$ 88,559	\$ 16,610	\$ 252,500	\$ 24,300
6320	Transfers to Other Funds	\$ 24,511	\$ 22,560	\$ 42,600	\$ 20,300
6322	Transfers to Other Funds	\$ -	\$ 117,288	\$ 333,500	\$ 453,600
6326	Transfers to Other Funds	\$ 516	\$ 500	\$ 500	\$ -
6380	Transfers to Other Funds	\$ -	\$ 36,500	\$ 57,500	\$ 29,100
6385	Transfers to Other Funds	\$ -	\$ -	\$ -	\$ 22,600
6423	Transfers to Other Funds	\$ 1,044	\$ 1,040	\$ 311,000	\$ 386,000
6425	Transfers to Other Funds	\$ 22,296	\$ 23,060	\$ 24,600	\$ 24,700
6430	Transfers to Other Funds	\$ 1,248	\$ 1,280	\$ 1,400	\$ 1,400
6435	Transfers to Other Funds	\$ 17,256	\$ 17,330	\$ 14,600	\$ 14,600
6440	Transfers to Other Funds	\$ 4,200	\$ 4,220	\$ 3,700	\$ 3,700
6445	Transfers to Other Funds	\$ 8,832	\$ 9,090	\$ 13,900	\$ 14,300
6446	Transfers to Other Funds	\$ 77,160	\$ 79,510	\$ 79,500	\$ 85,300
6449	Transfers to Other Funds	\$ 1,344	\$ 1,380	\$ 316,500	\$ 391,600
6453	Transfers to Other Funds	\$ 22,024	\$ 22,668	\$ 24,400	\$ 24,500
6454	Transfers to Other Funds	\$ 5,677	\$ 5,814	\$ 6,200	\$ 6,200
6455	Transfers to Other Funds	\$ 19,255	\$ 19,686	\$ 20,800	\$ 21,400
6456	Transfers to Other Funds	\$ 252	\$ 250	\$ 300	\$ 500
6457	Transfers to Other Funds	\$ 6,090	\$ 6,268	\$ 6,800	\$ 6,800
6458	Transfers to Other Funds	\$ 12,888	\$ 13,264	\$ 14,300	\$ 14,300
6459	Transfers to Other Funds	\$ 20,866	\$ 21,464	\$ 23,100	\$ 23,200
6461	Transfers to Other Funds	\$ -	\$ 119,150	\$ 121,500	\$ 275,300
6462	Transfers to Other Funds	\$ -	\$ -	\$ 700	\$ 300
6464	Transfers to Other Funds	\$ -	\$ -	\$ 1,300	\$ 500
6465	Transfers to Other Funds	\$ -	\$ -	\$ 1,100	\$ 1,200
6466	Transfers to Other Funds	\$ -	\$ -	\$ -	\$ 500
6467	Transfers to Other Funds	\$ -	\$ -	\$ -	\$ 400
6510	Transfers to Other Funds	\$ 204,090	\$ 209,193	\$ 241,000	\$ 836,000
6515	Transfers to Other Funds	\$ 164,937	\$ 178,683	\$ 2,512,000	\$ 2,607,200
6520	Transfers to Other Funds	\$ 383,370	\$ -	\$ 559,400	\$ 506,400
7516	Transfers to Other Agencies	\$ 4,298,969	\$ 4,001,841	\$ 4,969,200	\$ 5,347,500
7531	Transfers to Other Funds	\$ -	\$ -	\$ -	\$ 59,600
7540	Transfers to Other Funds	\$ -	\$ -	\$ 100,000	\$ 89,200
8810	Transfers to Other Funds	\$ 29,336	\$ 11,023	\$ 11,500	\$ -
8910	Transfers to Other Funds	\$ 303,175	\$ 299,852	\$ -	\$ 324,000
9911	Transfers to Other Funds	\$ -	\$ -	\$ 38,600	\$ -
var.	Transfers to Other Funds	\$ 524,863	\$ 472,427	\$ 769,100	\$ 332,900
Total Transfers to Other Funds or Agencies		\$ 12,360,268	\$ 20,456,662	\$ 19,417,600	\$ 29,632,900
TOTAL USE OF RESOURCES		\$ 19,923,793	\$ 29,185,966	\$ 31,976,810	\$ 41,041,700

OTHER ACTIVITIES

NOTES

STAFFING DETAIL

The H Section of the FY 2008-09 Annual Budget provides information about the staffing of the various Programs, Divisions, and Departments of the City, Agency, and Authority. The H Section contains the following subsections:

- **Staffing by Department** – This subsection displays staffing in full-time equivalents (FTE) listed by department for FY 2005-06 through FY 2008-09. These department staff years are broken out between Permanent positions and Temporary FTEs.
- **Staffing by Job Class** – This subsection displays staffing by job class as allocated Citywide. This section displays the summaries of the allocation process that allows costs to be reflected in the Program that is benefiting from that employee's services, and it ensures that the appropriate funding source is paying for these services.

STAFFING DETAIL

NOTES

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

STAFFING DETAIL

STAFFING BY DEPARTMENT

<u>Department</u>		<u>FY 05/06</u> <u>Actual</u>	<u>FY 06/07</u> <u>Actual</u>	<u>FY 07/08</u> <u>Amended</u>	<u>FY 08/09</u> <u>Recommend</u>
City Manager/City Clerk					
	Permanent	1.85	1.25	1.20	1.20
	Temporary	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Department Total	1.85	1.25	1.20	1.20
Administrative Services					
	Permanent	5.35	6.65	6.75	6.75
	Temporary	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Department Total	5.35	6.65	6.75	6.75
Police Department					
	Permanent	33.00	36.00	39.00	39.00
	Temporary	<u>1.21</u>	<u>2.25</u>	<u>1.50</u>	<u>2.38</u>
	Department Total	34.21	38.25	40.50	41.38
Fire Department					
	Permanent	3.00	3.00	3.00	3.00
	Volunteer & Temporary	<u>47.00</u>	<u>52.31</u>	<u>60.80</u>	<u>60.88</u>
	Department Total	50.00	55.31	63.80	63.88
Building Department					
	Permanent	5.25	5.25	5.35	5.35
	Temporary	<u>0.00</u>	<u>0.00</u>	<u>1.96</u>	<u>1.96</u>
	Department Total	5.25	5.25	7.31	7.31
Community Development					
	Permanent	4.35	4.35	4.35	4.35
	Temporary	<u>0.38</u>	<u>0.38</u>	<u>0.47</u>	<u>0.47</u>
	Department Total	4.73	4.73	4.82	4.82
Public Works Department					
	Permanent	15.75	17.75	17.65	17.61
	Temporary	<u>2.69</u>	<u>1.17</u>	<u>1.21</u>	<u>0.47</u>
	Department Total	18.44	18.92	18.86	18.08
Recreation & Community Services Dept.					
	Permanent	7.00	8.00	8.00	8.00
	Temporary	<u>14.64</u>	<u>14.19</u>	<u>15.56</u>	<u>15.56</u>
	Department Total	21.64	22.19	23.56	23.56
Economic Development					
	Permanent	8.10	7.80	7.70	7.74
	Temporary	<u>0.00</u>	<u>0.00</u>	<u>0.43</u>	<u>0.43</u>
	Department Total	8.10	7.80	8.13	8.17
CITYWIDE					
	Total Permanent	83.65	90.05	93.00	93.00
	Total Volunteer & Temporary	<u>65.92</u>	<u>70.30</u>	<u>81.93</u>	<u>82.16</u>
	TOTAL STAFFING	<u>149.57</u>	<u>160.35</u>	<u>174.93</u>	<u>175.16</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

STAFFING DETAIL

STAFFING BY JOB CLASS

<u>Staffing By Job Class</u>	<u>FY 07/08 Amended</u>	<u>FY 08/09 Recommend</u>	<u>Proposed Changes</u>
Permanent Positions			
Account Clerk I/II	3.00	3.00	0.00
Accountant	1.00	1.00	0.00
Administrative Assistant I	1.00	1.00	0.00
Administrative Assistant II	4.00	4.00	0.00
Administrative Services Manager	1.00	1.00	0.00
Assistant CM/Admin Svcs Director	1.00	1.00	0.00
Assistant/Associate Engineer	2.00	2.00	0.00
Assistant/Associate Planner	1.00	1.00	0.00
Building Inspector I/II	1.00	1.00	0.00
Building Maintenance Worker I/II	1.00	1.00	0.00
Chief Building Official	1.00	1.00	0.00
City Manager/Executive Director	1.00	1.00	0.00
Communications & Records Tech I/II	6.00	6.00	0.00
Community Development Director	1.00	1.00	0.00
Community Services Officer I/II	3.00	3.00	0.00
Computer Technician	1.00	1.00	0.00
Economic Development Director	1.00	1.00	0.00
Financial Services Manager	1.00	1.00	0.00
Fire Captain - Station Officer	2.00	2.00	0.00
Fire Chief	1.00	1.00	0.00
Fleet Mechanic	1.00	1.00	0.00
Housing Manager	1.00	1.00	0.00
Housing Specialist I/II	2.00	2.00	0.00
Maintenance Worker I/II	9.00	9.00	0.00
Management Analyst	2.00	2.00	0.00
Marina Supervisor	1.00	1.00	0.00
Marketing Manager	1.00	1.00	0.00
Police Chief	1.00	1.00	0.00
Police Commander	1.00	1.00	0.00
Police Officer	18.00	18.00	0.00
Police Officer (OTS Grant)	1.00	1.00	0.00
Police Sergeant	4.00	4.00	0.00
Police Sergeant (OTS Grant)	1.00	1.00	0.00
Project Manager	1.00	1.00	0.00
Public Works Director/City Engineer	1.00	1.00	0.00
Public Works Inspector	1.00	1.00	0.00
Public Works Superintendent	1.00	1.00	0.00
Public Works Supervisor	2.00	2.00	0.00
Recreation & Com Svcs Director	1.00	1.00	0.00
Recreation Coordinator	2.00	2.00	0.00
Recreation Supervisor	1.00	1.00	0.00
Sec. to CM/Deputy City Clerk	1.00	1.00	0.00
Senior Account Clerk	1.00	1.00	0.00
Senior Accountant	1.00	1.00	0.00
Senior Building Inspector	1.00	1.00	0.00
Sr. Communications & Records Tech	1.00	1.00	0.00
Youth Services Specialist	<u>1.00</u>	<u>1.00</u>	<u>0.00</u>
Total Permanent Positions By Job Class	<u>93.00</u>	<u>93.00</u>	<u>0.00</u>

CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET

STAFFING DETAIL

STAFFING BY JOB CLASS

<u>Staffing By Job Class</u>	<u>FY 07/08 Amended</u>	<u>FY 08/09 Recommend</u>	<u>Proposed Changes</u>
Temporary FTEs			
Economic Development Consultant	0.43	0.43	0.00
Maintenance Worker I - PT	1.16	0.88	-0.28
Maintenance Worker II - PT	0.46	0.00	-0.46
Planning/Public Works Intern	0.94	0.94	0.00
Computer Systems Intern	0.19	0.19	0.00
Police Officer (SRO Backfill)	0.75	0.75	0.00
Recreation Leader/Building Attendent II	0.56	0.56	0.00
Recreation Leader/Building Attendent III	12.35	12.35	0.00
Recreation Specialist I	1.24	1.24	0.00
Recreation Specialist II	0.93	0.93	0.00
Recreation Specialist Supervisor	0.48	0.48	0.00
Recreation Workers	0.00	0.00	0.00
CSO I - PT (School Safety Officer)	0.75	0.75	0.00
CSO I - PT (School Training Officer)	<u>0.00</u>	<u>0.88</u>	<u>0.88</u>
Total Temporary FTEs	20.24	20.40	0.15
Fire Department Volunteers			
Battalion Chief	2.00	2.00	0.00
Captains	8.00	9.00	1.00
Deputy Chief	1.00	1.00	0.00
Driver Operators	0.00	8.00	8.00
Firefighters (nights)	31.00	22.00	-9.00
Firefighters (days)	15.00	9.00	-6.00
Rookies	0.00	6.00	6.00
Trainee	0.00	1.00	1.00
Lieutenants	<u>3.00</u>	<u>2.00</u>	<u>-1.00</u>
Total Fire Department Volunteers	<u>60.00</u>	<u>60.00</u>	<u>0.00</u>
Total Temporary & Volunteer	<u>80.24</u>	<u>80.40</u>	<u>0.15</u>
Citywide Staffing Recap			
Total Permanent	93.00	93.00	0.00
Total Temporary FTEs	20.24	20.40	0.15
Total Fire Department Volunteers	<u>60.00</u>	<u>60.00</u>	<u>0.00</u>
TOTAL CITYWIDE STAFFING	<u>173.24</u>	<u>173.40</u>	<u>0.15</u>

STAFFING DETAIL

NOTES