City of Carpinteria
City Council Regular Meeting Agenda
Monday, June 9, 2014
Council Chamber, 5775 Carpinteria Avenue

5:30 p.m. Regular Session

INFORMATION ABOUT CITY COUNCIL MEETINGS:

- The time at which an item on the agenda is scheduled to be heard is an estimate only. The City Council may consider and act on an agenda item in any order it deems appropriate. In addition, an item may be considered earlier or later than the Estimated Time, depending on the length of time which is devoted to other agenda items. All persons interested in an item listed on the agenda are advised to be present throughout the meeting to ensure that they are present when the item is called.

- The regular meeting will be broadcast live over Government Access Television Channel 21. The City Council meetings will be rebroadcast on Wednesdays at 8:00 p.m. and Saturdays at 5:00 p.m.

- Materials related to an Agenda item submitted to the City Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office at 5775 Carpinteria Avenue, Carpinteria, during normal business hours. Such documents are also available on the City of Carpinteria website at www.carpinteria.ca.us subject to staff's ability to post the documents before the meeting.

- Any written or printed material and/or exhibits presented at a City Council meeting or work session become the property of the City.

- Any information presented to the City Council by the public on any agenda item and during Public Comment using electronic media to be displayed on the overhead projector must be arranged with staff for review of materials in advance of the meeting and no later than close of business Wednesday prior to the Council meeting.

- As a courtesy to others and to avoid interference with the public address system, please refrain from using cell phones in the Council Chambers and please turn off all audible pagers and rings.

- If you wish to speak on a matter scheduled for consideration in a closed session, you will have an opportunity to address the City Council before the Council retires to its closed session deliberations.

ESTIMATED TIME:

5:30 p.m. **CALL TO ORDER**

5:30 p.m. **ROLL CALL**

5:31 p.m. **PLEDGE OF ALLEGIANCE**

5:31 p.m. **INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS**

5:32 p.m. **PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS**

5:33 p.m. **CITY MANAGER'S REPORT**

The City Manager will report to the City Council regarding various City and/or community events and/or matters of interest. There will be no City Council discussion except to ask questions or refer matters to staff; and no action will be taken unless listed on a subsequent agenda.

5:35 p.m. **PRESENTATIONS BY CITIZENS/PUBLIC COMMENT**

This is a time for public comments on matters not otherwise on the agenda but within the subject matter jurisdiction of the City Council. The Public Comment period is limited to 15 minutes and divided among those persons desiring to speak. No person shall speak longer than three minutes; however, the Mayor may establish shorter periods based on the time available and/or the number of persons waiting to speak. Persons wishing to speak on a specific item will be recognized at the time the agenda item is considered.

Please be aware that items on the consent calendar are considered to be routine and are normally enacted by one unanimous vote of the Council. If you wish to speak on a consent calendar item, or on a matter scheduled for consideration in a closed session at the end of the agenda, please do so during the Presentations by Citizens/Public Comment portion of the meeting.

The City and the City Council are not responsible for the content of statements made during the public comment period, or the factual accuracy of any such statements.

AGENDA MODIFICATIONS: The City Council may modify the regular agenda by tabling items, adding urgency items to the agenda, or changing the order in which items are considered. Changes to the Consent Calendar are considered at the time the Consent Calendar is considered.

5:50 p.m. **CONSENT CALENDAR (to be approved by roll call vote on one motion with all resolutions and ordinances as read by title only).** Individual items may be removed and considered separately at the request of a Councilmember. Any item, which is removed from the Consent Calendar, will be added to the end of the agenda under Other Business.

1. Minutes of the regular meeting held May 27, 2014.

2. Professional Engineering Services Agreement Amendment No. 2 with Drake Haglan and Associates for Preliminary Engineering Services for the Carpinteria Avenue Bridge Project.

ADMINISTRATIVE MATTER(S): None

PUBLIC HEARING(S):

5:50 p.m. 3. Consideration of Adoption of the 2014-15 Budget and Setting of Appropriation Limits as Required by State Law.

Recommendation: Receive the staff report, open the public hearing and receive public comment, provide staff with direction concerning any amendments to the proposed budget and adopt Resolution Nos. 5538, 5539, and 5540, as read by title only, thereby approving the municipal budget for 2014-15, and setting related appropriation limits in compliance with State law.

Staff presenter: Dave Durflinger, City Manager and John Thornberry, Administrative Services Director/Finance Director

a. Staff Report
b. Public Comment
c. City Council Determination

OTHER BUSINESS:

6:50 p.m. 4. Recycled Water Planning Grant Memorandum of Understanding

Recommendation: That the City Council appropriate $25,000 and approve the Recycled Water Planning Grant Memorandum of Understanding with the Carpinteria Valley Water District and Carpinteria Sanitary District.

Staff presenter: Dave Durflinger, City Manager

a. Staff Report
b. Public Comment
c. City Council Determination

7:10 p.m. **COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS**

Informational reports from Councilmember representatives on the committees, commissions and organizations listed below. This is also an opportunity for Councilmembers to request information from staff or seek support from fellow Councilmembers for future agenda items.

1. Representatives to Regional Agencies and Committees

   a. Beach Erosion Authority for Clean Oceans and Nourishment (BEACON) (Shaw/Alt. Carty)
   b. California Joint Powers Insurance Authority (CJPIA) (Clark/Alt. Shaw)
   c. Channel Counties Division, League of California Cities (Nomura/Alt. Shaw)
   d. Santa Barbara Association of Governments (SBCAG)(Clark/Alt. Nomura)
   e. Santa Barbara County Air Pollution Control District (APCD)(Clark/Alt. Nomura)
   f. Santa Barbara Joint Housing Task Group (Carty &Shaw)
   g. Central Coast Collaborative on Homelessness (C3H) (Carty)
   h. South Coast Task Force on Youth Gangs Leadership and Executive Council (Carty & Clark)

2. Joint and Standing Committees

   a. City Council/Chamber of Commerce Board of Directors Committee (Carty & Nomura)
   b. City Council/Public Safety Committee (Clark & Shaw)
   c. City Council/School Board Committee (Stein & Carty)
   d. City Council/Utilities Committee (Stein & Nomura)
   e. City Council/First District Supervisor Committee (Stein & Carty)
   f. City Council Finance/Budget Committee (Stein & Clark)

3. Ad Hoc Committees

   a. Public Facility Site Acquisition/Development Committee (Carty & Nomura)
   b. Transportation Committee (Stein & Shaw)
   c. Labor Relations Committee (Nomura & Shaw)
   d. Legal Services Committee (Clark & Shaw)
   e. 50th Anniversary Committee (Carty & Nomura)

4. City Representatives on other Committees

   a. Community Media Access Center (Gary Dobbins)
   b. Santa Barbara Coastal Vector Control District (Ronald Hurd)
   c. Santa Barbara Metropolitan Transit District (Chuck McQuary)

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

7:20 p.m. **ADJOURNMENT**

The next regular meeting to be held on **Monday, June 23, 2014** at **5:30** P.M., in the Council Chamber, City Hall, 5775 Carpinteria Avenue, Carpinteria, California.

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk's Office at 684-5405, extension 403 or the California Relay Service at (866) 735-2929. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements for accessibility to this meeting.

This agenda was posted on Wednesday, June 4, 2014, in the City Clerk's Office, on the City Hall Public Notices Board, and on the Internet.

City of Carpinteria
City Council Minutes
Regular Meeting
Council Chambers
Tuesday, May 27, 2014

CALL TO ORDER

Mayor Stein called the meeting to order at 4:30 p.m.

ROLL CALL

Councilmember Al Clark, Councilmember Fred Shaw, Vice Mayor Gregg Carty, and Mayor J. Bradley Stein were present. Councilmember Wade Nomura was absent. City Manager Dave Durflinger, Attorney Jeffrey Dinkin, and Human Resources Manager Arlene Balmadrid were also present.

PUBLIC COMMENT ON CLOSED SESSION: None

CLOSED SESSION

1. Conference with Labor Negotiator(s) – Government Code Section 54957.6

City Negotiator(s): Arlene Balmadrid, Human Resources Director, Dave Durflinger, City Manager, Jeffrey Dinkin, Attorney; and Shellie Anderson, Bryce Consulting Inc., by conference call.

Employee Organization: Service Employees International Union (SEIU) Local 620

TEMPORARY ADJOURNMENT TO CLOSED SESSION

The City Council recessed to Closed Session at 4:31 p.m.

CALL BACK TO ORDER

The meeting was called to order by Mayor Stein at 5:30 p.m.

CLOSED SESSION REPORT

Peter Brown, City Attorney, announced there were no reportable actions from the Closed Session.

ROLL CALL

Councilmembers present:
Councilmember Fred Shaw
Councilmember Al Clark
Vice Mayor Gregg Carty
Mayor J. Bradley Stein

Councilmember Wade Nomura was absent.

Staff members present:
Dave Durflinger, City Manager
Peter Brown, City Attorney
Fidela Garcia, City Clerk
John Thornberry, Administrative Services Director
Jackie Campbell, Community Development Director
Shanna R. Farley-Judkins, Assistant Planner
Charlie W. Ebeling, Director of Public Works/City Engineer
Brian C. Barrett, Management Analyst
Matt Roberts, Parks and Recreation Director
Matt Maechler, Civil Engineer
Erin Maker, Environmental Coordinator

PLEDGE OF ALLEGIANCE

All present were led in the salute to the flag by Mayor Stein.

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS: None

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS: None

CITY MANAGER'S REPORT: None

PRESENTATIONS BY CITIZENS/PUBLIC COMMENT

Peter Bonner, representing Carpinteria Skate Park and Skate Garden Concept, stated there has been much interest from the public, potential donors, and concerned citizens regarding the status of the Skate Park Feasibility Study. He inquired regarding the status of the study and when they might expect to know something regarding its progress. Mayor Stein responded that the City was moving forward on the study; however, there have been some issues due to personnel. He asked Mr. Bonner to contact City Manager Dave Durflinger to provide an update. Mr. Bonner noted that the group would be holding an event at the Art Center on June 21 with live music, amateur skating contest, and prizes sponsored by local businesses.

Councilmember Shaw noted that the Skate Park members participated in the annual parade and he expressed his hope that participants will wear helmets during the parade

in order to project a better image to the public regarding safety. Mr. Bonner responded that the group had discussed this and they appreciated the concern.
Susan Allen read from her prepared statement regarding the City Council's consideration to address oil industry operations and the threats to public health and safety. She applauded the City Council's efforts and stated that the gas and oil industry is not a good fit in a small town. She expressed concern regarding complex operations, hazards not found in most local businesses, piecemeal regulations, oversight by several other agencies that are poorly funded and understaffed, and lack of inter-agency communication. She stated the City lacks the resources to oversee this complex industry and it does not have the legal ability to engage in oversight. She also stated that most regulation depends on self-reporting and a multi-million dollar industry often overcomes mandates to follow correct procedures. She submitted a copy of a letter from Dave Moore from the Santa Barbara Environmental Health Services dated April 16, 2014, who summarized his inspection of the Venoco property regarding hazardous materials at the facility. She requested that the oil and gas industry be made accountable for these materials.

Mark McIntire, representing 2020 A Year Without War, stated that this group is asking organizations to sponsor a proclamation supporting 2020 A Year Without War. He extended his condolences to anyone affected by the recent shooting at University of California Santa Barbara. He noted that many people from 2020 A Year Without War wanted to attend tonight's City Council meeting to support the formal request for a proclamation; however, they attended a memorial service on this same day. He stated he was present to formally ask the City Council for a proclamation to support their ongoing project of 2020 A Year Without War.

Pat Kistler, representing Carpinteria Valley Chamber of Commerce, acknowledged the City and Assistant to the City Manager Kevin Silk on their efforts. She noted that this month the Chamber of Commerce would be celebrating the Beach Bowl on Linden Avenue and Playa Lodging, which had undergone a large renovation. She stated that the celebration would take place on May 28 at the Business After Hours Mixer at Playa Lodging and everyone was invited to attend. She noted that the First Friday event would have a fundraiser for the Art Center with the theme "Surfs Up" and they would have surfboard displays, music, and a ribbon-cutting ceremony at Beach Bowl. She invited everyone to attend the June 25 Business After Hours Mixer at Union Bank. Lastly, she expressed appreciation to the City Council for assisting small businesses.

Ed Jansen posed several questions to the City Council including why the City enacted a rate stabilization ordinance, why it is an unenforced section of code, how does the protected party know they have a protection offered and afforded by the City, what is the protocol for a resident to complain, and what is the City's protocol when said resident makes a complaint. He offered to provide his questions in writing. Mayor Stein asked that he submit his questions to the City Clerk.

AGENDA MODIFICATIONS

Mayor Stein noted that modifications were made to the agenda.

CONSENT CALENDAR

Motion by Councilmember Shaw, seconded by Councilmember Clark, to approve the Consent Calendar.

Upon voice vote, Councilmembers Clark, Shaw, Vice Mayor Carty, and Mayor Stein were in favor. Councilmember Nomura was absent. Motion carried.

1. Minutes of the Regular City Council meeting of May 12, 2014.

2. Expenditures for the period ending May 20, 2014.

ADMINISTRATIVE MATTER:

PUBLIC HEARING:

3. Continuation of Carpinteria Street Lighting District No. 1 for Fiscal Year 2014-15 and Related Protest Hearing

Recommendation: a. Following the Staff Report, open the public hearing and receive any testimony and /or protests concerning the continuation of Assessment District No. 1 for Fiscal year 2014-15; and b. Close the public hearing and continue the District for Fiscal Year 2014-15, by adopting Resolution No. 5530, as read by title only.

John Thornberry, Administrative Services Director, presented the staff report.

Mayor Stein opened the Public Hearing at 5:55 p.m.

There were no public comments.

Mayor Stein closed the Public Hearing at 6:00 p.m.

Motion by Vice Mayor Carty, seconded by Councilmember Shaw, to adopt Resolution No. 5530, as read by title only, continuing Carpinteria Street Lighting No. 1 for Fiscal Year 2014-15.

Upon voice vote, Councilmember Shaw, Councilmember Clark, Vice Mayor Carty, and Mayor Stein were in favor. Councilmember Nomura was absent. Motion carried.

4. Continuation of Carpinteria Right-of Way Assessment District No. 3 for Fiscal Year 2014-15 and Related Protest Hearing

Recommendation: a. Following the Staff Report, open the public hearing and receive any testimony and/or protests concerning the continuation of Assessment District No. 3

for Fiscal Year 2014-15; and b. Close the public hearing and continue the District for Fiscal year 2014-15, by adopting Resolution No. ****5531***, as read by title only, to continue the district for Fiscal Year 2014-15.

John Thornberry, Administrative Services Director, presented the staff report.

Mayor Stein opened the Public Hearing at 6:01p.m.

There were no public comments.

Mayor Stein closed the Public Hearing at 6:03 p.m.

Motion by Vice Mayor Carty, seconded by Councilmember Clark, to adopt Resolution No. 5531, as read by title only, to continue the Carpinteria Right-of-Way Assessment District No. 3 for Fiscal Year 2014-15.

Upon voice vote, Councilmember Shaw, Councilmember Clark, Vice Mayor Carty, and Mayor Stein were in favor. Councilmember Nomura was absent. Motion carried.

5. Continuation of the Parking and Business Improvement Area Assessment District No. 4 for Fiscal Year 2014-15, Including the Suspension of the Application of the Annual Inflationary Adjustment

Recommendation: a. Following the staff report, open the public hearing and receive any testimony and/or protests concerning the continuation of parking and Business Improvement Area Assessment District No. 4 for Fiscal Year 2014-15, to include the suspension of the application of an annual inflationary adjustment to the general assessment amount; and b. Close the public hearing and continue the District for Fiscal Year 2014-15, by adopting Resolution No. 5532, as read by title only.

Brian C. Barrett, Management Analyst, presented the staff report.

Mayor Stein opened the Public Hearing at 6:04 p.m.

There were no Public Comments.

Mayor Stein closed the Public Hearing at 6:07 p.m.

Motion by Councilmember Clark, seconded by Councilmember Shaw, to adopt Resolution No. 5532, as read by title only, to continue the Parking and Business Improvement Area Assessment District No. 4 for Fiscal Year 2014-15, including the suspension of the application of the annual inflationary adjustment to the general assessment amount.

Upon voice vote, Councilmember Shaw, Councilmember Clark, Vice Mayor Carty, and Mayor Stein were in favor. Councilmember Nomura was absent. Motion carried.

6. Levying an Annual Assessment for the Winter Protection Berm Assessment District No. 5 for the 2014-15 Fiscal Year.

Recommendation: a. Following the Staff Report, open the public hearing and receive any testimony and/or protests concerning the continuation of Assessment District No. 5 for Fiscal Year 2014-15; and b. Close the public hearing and continue the District for Fiscal Year 2014-15, by adopting Resolution No. 5536, as read by title only.

Matt Roberts, Parks and Recreation Director, presented the staff report.

Mayor Stein opened the Public Hearing at 6:08 p.m.

There were no Public Comments.

Mayor Stein closed the Public Hearing at 610 p.m.

Motion by Councilmember Shaw, seconded by Vice Mayor Carty, to adopt Resolution No. 5536, as read by title only, to levy the annual assessment for the Winter Protection Berm Assessment District No. 5 for the 2014-15 Fiscal Year.

Upon voice vote, Councilmember Shaw, Councilmember Clark, Vice Mayor Carty, and Mayor Stein were in favor. Councilmember Nomura was absent. Motion carried.

OTHER BUSINESS:

7. Submittal of Letter to Federal Communications Commission Concerning (FCC) the Proposed Rulemaking §6409(a) of the Middle Class Tax Relief Act (§6409. Wireless Facilities Deployment. (a) Facility Modifications)

Recommendation: Consider submittal of a letter of comment on the proposed rulemaking by the FCC regarding §6409(a) of the Middle Class Tax Relief Act, which would eliminate local permit authority over certain modifications to existing wireless telecommunications facilities and authorize the mayor to sign the comment letter to the FCC.

Shanna R. Farley-Judkins, Assistant Planner, presented the staff report and PowerPoint presentation.

There were no Public Comments.

Motion by Councilmember Clark, seconded by Vice Mayor Carty, to authorize the Mayor to sign the comment letter to be transmitted to the Federal Communications

Commission regarding §6409(a) of the Middle Class Tax Relief Act (§6409. Wireless Facilities Deployment. (a) Facility Modifications).

Upon voice vote, Councilmember Shaw, Councilmember Clark, Vice Mayor Carty, and Mayor Stein were in favor. Councilmember Nomura was absent. Motion carried.

City Manager Dave Durflinger commended the League of California Cities for including this proposed ruling in *Western Cities Magazine,* which brought this topic to the City Council's attention.

8. Traffic Safety Committee Recommendations

Recommendation: Adopt Resolution No. 5535, as read by title only, approving the recommendations of the Traffic Safety Committee from its meeting of April 24, 2014.

Charlie W. Ebeling, Director of Public Works, presented the staff report and PowerPoint presentation.

Councilmember Shaw stated there was one other area he had hoped the Traffic Safety Committee would consider. He noted a 24-minute parking space in front of Dorrance and Linden and children walking across from Tomol Park cannot be seen when large vehicles park at this location. He expressed his concern with the safety of this 24-minute parking space. Mr. Ebeling stated he would convey this concern to the Traffic Safety Commission.

Vice Mayor Carty noted that a study was done recently to look at parking on Linden Avenue at St. Joseph's Church. He inquired whether the Traffic Safe Committee had the opportunity to revisit this site. Mr. Ebeling responded that this item was considered by the Traffic Safety Committee, and the Committee requested additional information from the Public Works Department.

There were no Public Comments.

Motion by Councilmember Shaw, seconded by Mayor Stein, to adopt Resolution No. 5535, as read by title only, approving the recommendations of the Traffic Safety Committee from its meeting of April 24, 2014.

Upon voice vote, Councilmember Shaw, Councilmember Clark, Vice Mayor Carty, and Mayor Stein were in favor. Councilmember Nomura was absent. Motion carried.

City Manager Dave Durflinger suggested that Item 12 be considered at this time to allow Teri Maus-Nisich from the County of Santa Barbara to make her presentation.

12. Response to the County's Request for the City of Carpinteria to Provide Financial Support for 211 Helpline Services.

Recommendation: Consider the request and direct staff as determined appropriate.

Dave Durflinger, City Manager, provided introductory remarks.

Teri Maus-Nisich, County of Santa Barbara Assistant Chief Executive Officer, presented a PowerPoint presentation regarding the 211 Helpline Program. She asked that the City Council consider the County's request for $1,266 from the City of Carpinteria in its upcoming budget for its share in the 211 Helpline Program.

The City Council discussed the benefits of the program, increased advertising in the City Scroll, and the possibility of providing funding in the Community Services Support Program budget.

There were no Public Comments.

Motion by Mayor Stein, seconded by Councilmember Clark, to move forward with the County's recommendation for 211 funding in the amount of $1,266.00.

Upon voice vote, Councilmember Shaw, Councilmember Clark, Vice Mayor Carty, and Mayor Stein were in favor. Councilmember Nomura was absent. Motion carried.

9. Contract Amendment No. 2 with Drake Haglan and Associates for Preliminary Engineering Services for the Carpinteria Avenue Bridge Project and Supplemental Agreement with Caltrans

Recommendation: a. Receive a project update report on the Carpinteria Avenue Bridge Project; b. Authorize execution of Amendment No. 2 to the agreement with Drake Haglan and Associates for Preliminary Engineering Services for the Carpinteria Avenue Bridge Project; and c. Authorize execution of the Program Supplement Agreement with Caltrans.

Charlie W. Ebeling, Director of Public Works, presented the staff report. He recommended the City Council postpone approval of execution of Amendment No. 2 to the agreement with Drake Haglan and Associates to the next City Council meeting in order for the City Attorney to modify language in the Scope of Services.

Kirsten Ayers, representing Ayers and Associates, provided a PowerPoint presentation with design options for the Carpinteria Avenue Bridge Project.

Councilmember Clark stated he had no concerns regarding the supports in the creek and he was leaning in support of the three-span option; however, in looking at the footbridge that was installed, he recalled it was problematic installing the wood posts in the bridge, especially for the Coastal Commission. He inquired how the proposed bridge design would fare with the Coastal Commission. Ms. Ayers responded that the

pedestrian footbridge has different requirements from a roadway bridge with different safety standards. She stated they must also meet the objectives to have the single span bridge because of the large profile change.
Councilmember Shaw stated he was pleased with the extension of the bicycle bike path under the bridge.

Councilmember Carty inquired regarding the reason the span needed to be 200 feet. Ms. Ayers responded that this was the existing length over the creek.

Councilmember Carty inquired whether the span could be shorter. Craig Drake, Principal Engineer with Drake Haglan and Associates and Project Manager for the project, responded that the existing bridge is approximately 200 feet long. He noted that the last two spans are cantilevered out and the end spans were closed out at one point. He also noted there is currently insufficient water flow capacity under the bridge and water must be able to pass through with the upcoming Caltrans bridge improvements. Councilmember Carty inquired regarding the length of spans for Caltrans' bridge improvements. Mr. Drake responded it would be in a similar range.

Mayor Stein expressed his preference for the three-span option and lower profile. He noted that the Architectural Review Board would consider this project and provide final design recommendations.

Councilmember Shaw stated he did not want to see a design that would make it more difficult to get in and out of Arbol Verde.

Ms. Ayers asked the City Council for feedback regarding the supports and options for the elevation. The City Council discussed preference with Option 1 with the updated design and three-span support.

Mr. Ebeling suggested the City Council move to receive and file the bridge update on the project, authorize the City Manager to sign the Program Supplement Agreement with Caltrans, postpone action on execution of Amendment No. 2 to the agreement with Drake Haglan and Associates for Preliminary Engineering Services for the Carpinteria Avenue Bridge Project for staff to bring back an updated Scope of Work.

City Attorney Peter Brown stated he would modify the language of Amendment No. 2 to the agreement with Drake Haglan and Associates to clarify the relationship of the agreement to the environmental review.

There were no Public Comments.

Motion by Councilmember Clark, seconded by Councilmember Shaw, to authorize the City Manager to sign the Program Supplement Agreement with Caltrans and to receive and file the bridge update on the project.

Upon voice vote, Councilmember Shaw, Councilmember Clark, Vice Mayor Carty, and Mayor Stein were in favor. Councilmember Nomura was absent. Motion carried.

10. Close-Out of City Maintenance Project Number 15041, Santa Ynez Guardrail Replacement Project

Recommendation: Authorize the Mayor to sign the Closeout Agreement and Release of Claims for City Maintenance Project No. 15041 (Santa Ynez Avenue Guardrail Replacement Project) with DPM Construction, and authorize the City Clerk to release Performance Bond No. 11842000002 in the amount of $112,665.00.

Matt Maechler, Civil Engineer, presented the staff report and PowerPoint presentation.

Public Works Director Charlie W. Ebeling noted there were comments made that the road was narrowed due to the project. He stated that the road was not narrowed, staff followed the existing edge of pavement relatively closely, and the design of the curb return from eastbound Via Real to southbound Santa Ynez was designed with truck turning in mind. He noted that staff ensured they were able to accommodate large vehicles per design standards. He also noted that comments were received regarding the wooden fence and plantings, and he stated this was still a work in progress and staff would continue to improve the aesthetics.

Vice Mayor Carty expressed concern that the concrete sidewalk appeared to have sunk following the project completion and the sidewalk was overlaid with asphalt. He inquired whether there was any future plan to make additional repairs. Mr. Ebeling responded that the sidewalk at that location is part of the bridge system with abutment walls to the bridge, and with not knowing the original design of that bridge and how the sidewalk was incorporated into the abutment walls, staff felt it was safer to add on the asphalt pavement on top of the sidewalk pavement in order to continue to provide a smooth surface to pedestrians and meet current Americans with Disability Act (ADA) standards.

There were no Public Comments.

Motion by Councilmember Shaw, seconded by Councilmember Clark, to authorize the Mayor to sign the Closeout Agreement and Release of Claims and direct the City Clerk to release Performance Bond for Project 15041.

Upon voice vote, Councilmember Shaw, Councilmember Clark, Vice Mayor Carty, and Mayor Stein were in favor. Councilmember Nomura was absent. Motion carried.

11. 2013 Santa Barbara Integrated Regional Water Management Plan

Recommendation: Adopt Resolution No. 5537, as read by title only, adopting the 2013 Santa Barbara County Integrated Regional Water Management Plan.

Erin Maker, Environmental Coordinator, presented the staff report.

There were no Public Comments.
Motion by Councilmember Clark, seconded by Vice Mayor Carty, to adopt Resolution No. 5537, as read by title only, adopting the 2013 Santa Barbara County Integrated Regional Water Quality Management Plan.

Upon voice vote, Councilmember Shaw, Councilmember Clark, Vice Mayor Carty, and Mayor Stein were in favor. Councilmember Nomura was absent. Motion carried.

13. Resolution Opposing Measure M

Recommendation: Consider adoption of Resolution No. 5534, as read by title only, taking a position against Measure M2014.

Dave Durflinger, City Manager, presented the staff report.

Councilmember Shaw expressed his concern with availability of funding with the passage of Measure M2014.

Vice Mayor Carty noted he studied the measure, and stated that Measure M2014 is not a sensible approach and there would be cuts to critical public health and safety services.

Mayor Stein noted that he spoke with County Supervisor Salud Carbajal who said that the County Board of Supervisors is looking at other options to handle the shortfall.

Councilmember Clark expressed his concern with the cost to fund Measure M2014.

Mayor Stein read a letter from Councilmember Nomura in opposition of the City Council taking political action regarding Measure M2014, and stating that the City Council should remain neutral pending the outcome by the voters.

Jane Benefield, representing the League of Women Voters, read a written statement from the League of Women Voters Santa Barbara in opposition to the passage of Measure M2014.

Motion by Councilmember Clark, seconded by Councilmember Shaw, to adopt Resolution No. 5534, as read by title only, taking a position against Measure M2014.

Upon voice vote, Councilmember Shaw, Councilmember Clark, Vice Mayor Carty, and Mayor Stein were in favor. Councilmember Nomura was absent. Motion carried.

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Councilmember Shaw reported that he attended a meeting of the Santa Barbara Legal Aid Foundation where they discussed housing the homeless. He noted that he, Vice Mayor Carty, and Councilmember Nomura attended a seminar at University of California Santa Barbara a few months ago where the same concept was presented that when you have a homeless population the first thing you do is find the homeless person a place to live and then surround them with services. He further reported that he attended a Beach Erosion Authority for Clean Ocean and Nourishment (BEACON) meeting. He noted there would be no increase in dues this year. He also noted that BEACON is working on coastal access at La Conchita, Mussel Shoals, coastal trail at Punta Gorda, and Oil Piers Beach; considering building a kelp anchor at Goleta Bay; considering building an artificial reef at Oil Piers Beach to create a new surf break; talking about beach sand nourishment for the Rincon Parkway which would come from the Ventura Harbor sand trap; and talking in general about South Coast beach nourishment which includes Ash Avenue Beach in Carpinteria.

Vice Mayor Carty reported that he attended the Memorial Day service at the cemetery and the dedication at the Veterans Memorial Building for the new sign. Mayor Stein noted that the sign was produced by the Lions Club.

City Manager Dave Durflinger noted that Councilmember Nomura attended the Utilities Committee the previous week whether they reviewed the potential of seeking a recycled water grant through the State Water Board. He stated that an item would be brought before the City Council in the near future to consider a Memorandum of Understanding for cooperation in this work and funding to seek this grant

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

ADJOURNMENT

The meeting was adjourned at 7:45 p.m. by Mayor Stein in memory of those injured or who lost their lives, the students and folks affected by the tragedy at Isla Vista.

J. Bradley Stein, Mayor

ATTEST:

Fidela Garcia, CMC, City Clerk

AGENDA SECTION: CONSENT
AGENDA ITEM # 2
REPORT # 14-83

STAFF REPORT
COUNCIL MEETING:
June 9, 2014

ITEMS FOR COUNCIL CONSIDERATION:

Approval of Agreement Amendment No. 2 with Drake Haglan and Associates for Preliminary Engineering Services for the Carpinteria Avenue Bridge Project

Report prepared by: Brian C. Barrett
Department: Public Works

Brian C. Barrett
Signature

Reviewed by Public Works Director: ______
Signature

Reviewed by City Manager: ______
Signature

ACTION X **NON-ACTION** ___ **STAFF RECOMMENDATION:**

Recommendation: Authorize execution of an updated Amendment No. 2 to the agreement with Drake Haglan and Associates for Preliminary Engineering Services for the Carpinteria Avenue Bridge Project.

Sample Motion: I move to authorize the Mayor to sign Amendment No. 2 to the agreement for professional engineering services with Drake Haglan and Associates, Inc. for additional community outreach and environmental scope services for the Carpinteria Avenue Bridge Replacement Project.

I. DISCUSSION:

The purpose of this staff report is to update the staff report and Amendment No. 2 to the agreement with Drake Haglan and Associates that were presented to the City Council on May 27, 2014. Upon further review by the City Attorney, the execution of this amendment was postponed in order to update the scope of work and clarify the relationship between the amendment and the pending environmental review. The scope of the environmental document has increased due to a change in the type of California Environmental Quality Act (CEQA) document to be prepared. An Environmental Impact Report (EIR) will be prepared. The additional tasks to accomplish an EIR are the development of the Notice of Preparation (NOP) and an Assessment of Alternatives. The amount of the requested amendment for additional scope of work is $115,453.88, which revises the current contract amount from $1,211,871.01 to $1,327,324.89.

The Department of Public Works requests that the City Council authorize the Mayor to sign the updated Amendment No. 2 to the agreement for professional engineering services with Drake Haglan and Associates, Inc. for additional community outreach and environmental scope services for the Carpinteria Avenue Bridge Replacement Project.

II. ATTACHMENTS:

A. Amendment No. 2 to City Agreement with Drake Haglan & Associates (DHA)

ATTACHMENT A

Amendment No. 2
To Consultant Services Agreement between City of Carpinteria and Drake Haglan and Associates, Inc. for the Carpinteria Avenue Bridge Project

This Amendment No.2 ("Amendment") is made this 9th day of June, 2014 to an agreement for Consultant Services between the CITY OF CARPINTERIA ("City") and Drake Haglan and Associates ("Consultant") for the Carpinteria Avenue Bridge Project dated the 13th day of May, 2013 ("Agreement").

RECITALS

WHEREAS, the Agreement between City and Consultant currently provides under Section 1 SERVICES Subsection 1.2 Additional Services, the ability for City to authorize Consultant to perform Additional Services that are within the expertise of Consultant; and

WHEREAS, the City wishes to authorize Consultant to perform Additional Services as described in "Exhibit A.2"; and

WHEREAS, the Agreement between City and Consultant currently provides under Section 5 COMPENSATION, Subsection 5.5 Additional Services, the ability for City to provide compensation for Additional Services; and

WHEREAS, the City wishes to authorize Consultant Additional Compensation as described in "Exhibit B.2"; and

WHEREAS, the City Council, on this 9th day of June, 2014, approves this Contract Amendment and authorizes the Mayor to execute this Contract Amendment.

Now therefore City and Consultant agree as follows that Agreement be, and hereby is, amended as follows:

1. Section 1 SERVICES Subsection 1.1 Basic Services of Agreement is amended as follows:

   1.1 Basic Services. CITY hereby retains CONSULTANT to perform the services described and set forth in the attached **Exhibit A ("Basic Services")** and **Exhibit A.2** ("Additional Services"), which is incorporated by this reference as though set forth in full. CONSULTANT hereby agrees to perform said services within the designated time frames and accepts this retention. CONSULTANT shall complete the Basic Services and Additional Services according to a schedule of performance which is also set forth in **Exhibit A and in Exhibit A.2**.

2. Section 5 COMPENSATION Subsection 5.1 Basic Services.

   5.1 Basic Services. For Basic Services, CITY shall pay CONSULTANT a time and materials, not to exceed amount of One Million Three Hundred and Twenty Seven Thousand Three Hundred and Twenty Four Dollars and Eighty Nine Cents ($1,327,324.89), including the fixed fee specified in Article 5.3, as full compensation for all labor, materials, equipment, tools, transportation, and services. This compensation shall be paid in accordance with the payment rates and schedule as set forth in Exhibit B.2, attached hereto and incorporated herein by this reference as though set forth in full, based on the actual time spent on the tasks

3. This Agreement is amended to delete **Exhibit B** in its entirety and replace it with **Exhibit B.2** attached hereto and incorporated herein.

4. Except as otherwise specifically provided herein, all other provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 2 at the place and as of the date first written above.

"CITY"
City of Carpinteria

By:________________________
J. Bradley Stein, Mayor

"CONSULTANT"
Drake Haglan and Associates, Inc.

By:________________________
Dennis M. Haglan, President

By:________________________
Craig C. Drake, CFO

APPROVED AS TO FORM:
City of Carpinteria

By:________________________
Peter Brown, City Attorney

ATTEST:

By:________________________
Fidela Garcia, City Clerk

APPROVED AS TO CONTENT:

By:________________________
Charles W. Ebeling, P.E.,
Public Works Director

Exhibit A.2

drake haglan
AND ASSOCIATES

May 29, 2014

Charlie Ebeling
Public Works Director
City of Carpinteria
5775 Carpinteria Avenue
Carpinteria, CA 93013

SUBJECT: Carpinteria Avenue Bridge Replacement Project Amendment Request

Amendment No. 2: Support Services

Dear Mr. Ebeling:

Drake Haglan & Associates (DHA) is requesting a contract amendment to perform the additional work requested by the City of Carpinteria on the Carpinteria Avenue Bridge Replacement Project. The amendment is needed due to an increase in the scope of work, specifically the tasks for public outreach and environmental documentation.

The public outreach scope has increased due to the importance of creating overall awareness of the project. To accomplish this, the City has determined that additional public outreach will be necessary. The goal of the additional public outreach will aid the community in understanding the key public benefits of this bridge replacement project, which is very important for avoiding costly delays and gaining ultimate environmental approval of the project.

The scope of the Environmental Document has increased due to a change in the type of CEQA document to be prepared. After the initial project scope was developed and approved, the City of Carpinteria made the decision to prepare an Environmental Impact Report (EIR) under CEQA instead of an Initial Study/Mitigated Negative Declaration (IS/MND). This change will require a Notice of Preparation (NOP) and Assessment of Alternatives (AA) to be added to the original scope.

The amendment also has a small increase in the geotechnical services due to extensive coordination efforts with the resource agencies to obtain permits to drill, and for follow-up work to document the site work after the borings were drilled.

To accommodate the additional work, additional budget is needed for the following contract scope items:

Tasks 1.1 and 2.1 - Project Management

The Project Management task includes the time typically needed to manage the flow of work through the project team. The increase in the public outreach component requires additional time for the Project Manager. The change in the CEQA document adds a nominal amount of PM time for the DHA Environmental Coordinator to review the additional documents

Tasks 1.3 and 2.4 - Public Outreach

Work shall include additional exhibit creation, assistance in presentation development, project team coordination, and technical assistance in alternative development. DHA will also attend the additional public interface meetings. This work shall include the efforts required for the additional outreach not only with the public but with the ARB, City Council, and Stakeholders Working Group.

Task 1.5 – Materials and Foundation Reports

A nominal amount is provided for the extra services needed for the in-creek permits and post-drilling reports.

Task 2.3 - Environmental Document

The CEQA environmental document to be prepared under this task is now an Environmental Impact Report (EIR) instead of an IS/MND. Padre, under the direction of DHA, will prepare a focused EIR for the project. The additional tasks to accomplish this are as follows:

Notice of Preparation (NOP): DHA (Padre) will prepare a draft NOP with an annotated CEQA initial study checklist as an attachment. The NOP and initial study checklist will be finalized following receipt of comments from the City. DHA (Padre) will work with the City to develop a distribution list and mail the NOP via certified mail to all parties on the distribution list. DHA will be responsible for preparation of exhibits for the NOP (e.g., bridge plans). DHA/Padre will also attend up to four meetings as necessary for development of the NOP.

Scoping Meeting: DHA (Padre) will prepare exhibits and attend one scoping hearing to be held in Carpinteria subsequent to the NOP.

Assessment of Alternatives: Unlike an MND, an EIR requires the assessment of the impacts of the alternatives, including the no project alternative. DHA (Padre) will prepare an impact assessment of the no project alternative and up to four build alternatives, including the proposed project. Note that the assessment for alternatives other than the proposed project may be presented at a lower level of detail, consistent with the State CEQA Guidelines. Work will include exhibit preparation for the assessment of alternatives and coordination with the project team. Responses to comments on the EIR are expected to be similar to the comment response and agency coordination, including the public hearing, envisioned in the original agreement.

Total All Items

The amount of the requested amendment for the additional scope of work is **$115,454,** which revises the current contract amount from **$1,211,871** to a total of **$1,327,325**. The fee estimate (Exhibit 10-H) for this additional work is attached.

If you have any questions or would like further clarification of any of these documents, please call me at your convenience.

Sincerely,

Drake Haglan & Associates

Craig C. Drake

Craig C. Drake, P.E.
Project Manager

Exhibit B.2

City of Carpenteria Public Works Department
Carpenteria Creek Bridge Replacement

DRAKE HAGLAN AND ASSOCIATES
CONTRACT SUMMARY (Original + Amendment 1 + Amendment 2)

CONSULTANT COST PROPOSAL

CONTRACT No. ____________________
CONSULTANT: Drake Haglan and Associates

DIRECT LABOR

Name	Classification	Hours	Rate	Total
CDrake	Principal Engineer	720	$ 75.00	$54,000.00
KRoss	Principal Engineer	42	$ 75.00	$3,150.00
MBurgard	Engineer, Range A	64	$ 42.00	$2,688.00
SAlliguie	Senior Engineer, Range B	1,196	$ 48.10	$57,527.60
JGrant	Engineer, Range B	296	$ 41.50	$12,284.00
ABarba	CAD Draftsperson, Range B	888	$ 35.00	$31,080.00
DMelis	Senior Engineer, Range C	248	$ 62.80	$15,574.40
MLincoln	Engineer, Range B	552	$ 45.00	$24,840.00
ABoyes	Assistant Engineer, Range A	720	$ 28.00	$20,160.00
JHildebrandt	Environmental Coordinator, Range B	408	$ 36.00	$14,688.00
KDrebert	Project Administrator	36	$ 36.35	$1,308.60
TBautista	Administrator, Range B	32	$ 30.00	$960.00
DHaglan	Principal Engineer	36	$ 75.00	$2,700.00

5,238 Total Hours

Subtotal Direct Labor Costs $240,960.60
Anticipated Salary Increases $9,131.61

TOTAL - Direct Labor **$250,092.21**

INDIRECT COSTS

	Rate	Total
Overhead	95.36%	$238,487.93
Fringe Benefit	49.40%	$123,545.55
General & Administrative	0.00%	$0.00
	144.76%	

TOTAL - Indirect Costs **$362,033.48**

FEE (10.00%) **TOTAL - Fee** **$61,212.57**

OTHER DIRECT COSTS

						Total
Travel Costs (mileage)	Miles	3,200	@	$ 0.565	$	1,808.00
Travel Costs (lodging)	Nights	15	@	$ 150.00	$	2,250.00
Overnight Service	Each	40	@	$ 15.00	$	600.00
Outside Photocopies (11x17)	Each	750	@	$ 0.20	$	150.00
Color Copies	Each	300	@	$ 1.00	$	300.00
Air Fare	Trip	4	@	$ 180.00	$	720.00
Streetlight Plan Sheet (by others)	Plan Sheet	1	@	$2,500.00	$	2,500.00
Potholing	Per Hole	10	@	$ 500.00	$	5,000.00
Surveys (Cardenas)	Per Proposal (Attached)	1	@	$9,760.00	$	9,760.00
R/W Engineering (Cardenas)	Per Proposal (Attached)	1	@	$9,480.00	$	9,480.00

NOTE: All reimbursable project related expenses will be billed at cost, with appropriate invoices and documentation provided for reference.

TOTAL - Other Direct Costs **$32,568.00**

SUBCONSULTANTS

Avila and Associates (Bridge Hydraulics)	$ 46,158.26
Avila and Associates (CLOMR/LOMR)	$ 154,958.62
Ayars	$ 127,290.00
Fugro	$ 90,746.60
HJA	$ 55,137.00
Padre	$ 100,590.00
VAI	$ 46,538.15

TOTAL - Subconsultants **$ 621,418.63**

TOTAL - Contract **$1,327,324.89**

City of Carpenteria Public Works Department
Carpenteria Creek Bridge Replacement

DRAKE HAGLAN AND ASSOCIATES
AMEDMENT 2 SUMMARY

CONSULTANT COST PROPOSAL

CONTRACT No. ______________________

CONSULTANT: Drake Haglan and Associates

DIRECT LABOR

Name	Classification	Hours	Rate	Total
CDrake	Principal Engineer	40	$ 75.00	$3,000.00
KRoss	Principal Engineer	0	$ 75.00	$0.00
MBurgard	Engineer, Range A	64	$ 42.00	$2,688.00
SAlliguie	Senior Engineer, Range B	0	$ 48.10	$0.00
JGrant	Engineer, Range B	0	$ 41.50	$0.00
ABarba	CAD Draftsperson, Range B	64	$ 35.00	$2,240.00
DMelis	Senior Engineer, Range C	48	$ 62.80	$3,014.40
MLincoln	Engineer, Range B	0	$ 45.00	$0.00
ABoyes	Assistant Engineer, Range A	0	$ 28.00	$0.00
JHildebrandt	Environmental Coordinator, Range B	48	$ 36.00	$1,728.00
KDrebert	Project Administrator	0	$ 36.35	$0.00
TBautista	Administrator, Range B	0	$ 30.00	$0.00
DHaglan	Principal Engineer	0	$ 75.00	$0.00

264 Total Hours

Subtotal Direct Labor Costs	$12,670.40
Anticipated Salary Increases	$0.00

TOTAL - Direct Labor **$12,670.40**

INDIRECT COSTS

	Rate	Total
Overhead	95.36%	$12,082.49
Fringe Benefit	49.40%	$6,259.18
General & Administrative	0.00%	$0.00
	144.76%	

TOTAL - Indirect Costs **$18,341.67**

FEE (10.00%) **TOTAL - Fee** **$3,101.21**

OTHER DIRECT COSTS

				Total
Travel Costs (mileage)	Miles	@	$ 0.565	$ -
Travel Costs (lodging)	Nights	@	$ 150.00	$ -
Overnight Service	Each	@	$ 15.00	$ -
Outside Photocopies (11x17)	Each	@	$ 0.20	$ -
Color Copies	Each	@	$ 1.00	$ -
Air Fare	Trip	@	$ 180.00	$ -
Streetlight Plan Sheet (by others)	Plan Sheet	@	$2,500.00	$ -
Potholing	Per Hole	@	$ 500.00	$ -
Surveys (Cardenas)	Per Proposal (Attached)	@	$9,760.00	$ -
R/W Engineering (Cardenas)	Per Proposal (Attached)	@	$9,480.00	$ -

NOTE: All reimbursable project related expenses will be billed at cost, with appropriate invoices and documentation provided for reference.

TOTAL - Other Direct Costs **$0.00**

SUBCONSULTANTS

Avila and Associates (Bridge Hydraulics)	$ -
Avila and Associates (CLOMR/LOMR)	$ -
Ayars	$ 68,690.00
Fugro	$ 2,850.60
HJA	$ -
Padre	$ 9,800.00
VAI	$ -

TOTAL - Subconsultants **$ 81,340.60**

TOTAL - Amendment 2 **$115,453.88**

AGENDA SECTION: PUBLIC HEARING
AGENDA ITEM #3
REPORT # 14-84

STAFF REPORT
COUNCIL MEETING DATE:
June 9, 2014

ITEM FOR COUNCIL CONSIDERATION:

CONSIDERATION OF ADOPTION OF THE 2014-15 BUDGET, SETTING OF APPROPRIATION LIMITS AS REQUIRED BY STATE LAW.

Report prepared by:

City Manager ____________________
Signature

Admin. Services Director ____________________
Signature

STAFF RECOMMENDATION:

ACTION ITEM _X_; NON-ACTION ITEM ___

RECEIVE THE STAFF REPORT, OPEN THE PUBLIC HEARING AND RECEIVE PUBLIC COMMENT, PROVIDE STAFF WITH DIRECTION CONCERNING ANY AMENDMENTS TO THE PROPOSED BUDGET AND ADOPT RESOLUTION NOS. 5538, 5539, AND 5540, THEREBY APPROVING THE MUNICIPAL BUDGET FOR 2014-15, AND SETTING RELATED APPROPRIATIONS LIMITS IN COMPLIANCE WITH STATE LAW.

Sample Motion: I move to adopt Resolution Nos. 5538, 5539, 5540, as read by title only, approving the Municipal Budget for 2014-15 and setting related appropriations limits.

I. INTRODUCTION:

The Fiscal Year 2014-15 proposed budget document (previously distributed and accessible at the City's website: www.carpinteria.ca.us) includes the City Manager's budget message, information about the City organization and the primary revenue and expenditure projections that are a part of the budget, and summaries for All Funds and for the General Fund. Also included are discussions of each of the City's programs, line item appropriation requests and expected program outcomes, i.e., performance measures. Finally, attached to this Staff Report is a table reporting on the 2013-14 Performance Measures, which will be appended to the final Budget document.

The preparation of the budget document is a process that includes estimates of the current year-end revenues and expenditures (as updated from the City Council's mid-year budget review in January), estimates of costs associated with the City's Annual Work program (approved in January), budget requests from Department Heads related to specific programs and services, estimates of contract services costs and other capital and operating costs, and meetings with the City Council's Finance/Budget Committee (Mayor Stein, Councilmember Clark). The result is a budget draft prepared and made available to the public on May 3, 2014. Once approved by the City Council the document will be published in its finished format. Each year the City posts the adopted budget on-line at the City's website and makes hard copies available for public use at City Hall and the Carpinteria Library. Finally, each year the budget is submitted for peer review through the California Society of Municipal Finance Officers. The City has received recognition for Excellence in Operational Budgeting for 15 years running.

In cooperation with the City Council Finance Committee staff is recommending approval of the 2014-15 Budget. Specific actions required by the City Council to approve the budget are:

a. Adoption of Resolution No. 5538, approving the municipal budget for 2014-15
b. Adoption of Resolution No. 5539, establishing the appropriations limit for the City for fiscal year 2014-15
c. Adoption of Resolution No. 5540, establishing the appropriations limit for Street Lighting District No. 1, for fiscal year 2014-15.

II. BACKGROUND:

Projected revenues and expenditures included in the budget will permit delivery of the City's annual work program and the carrying out of a number of significant policies, programs and services. Many capital and major maintenance projects are anticipated as a part of the budget, including ongoing work on the Carpinteria Avenue bridge replacement at Carpinteria Creek, repaving of Carpinteria Avenue from Carpinteria Creek to Linden Avenue, and work on the Rincon Trail and other trail connections along the Coastal Vista Trail. The proposed budget also provides funding for the completion of important policy and regulatory work including completion of the Zone Code and the General Plan Housing Element updates, and comprehensive updates of the City's Capital Improvement Program, Development Impact Fee program and programs for funding right-of-way and park and facilities maintenance.

The Proposed Budget includes a Final revenue/expenditure estimate for the 2013-14 fiscal year that is projecting a General Fund surplus of $345,947, and improvement over the approved budget that estimated a year-end surplus of $6,235. The City's three major General Fund revenue sources, property tax, transient occupancy tax, and sales tax, are projected to experience the fourth consecutive year of modest growth coming out of the recession.

The 2014-15 fiscal year budget projects a General Fund operating surplus of $35,290.

Adoption of the budget as proposed anticipates increased compensation costs of just over $90K and increased contract services expenses of approximately $357K, which relates primarily to a projection for increased legal service costs and consultant service expenses related to the need to update several mandatory program studies as discussed above. Cost savings adjustments made during the recession to employee compensation and a reduction in the number full time equivalent law enforcement contract personnel are not anticipated to change.

The City's current and projected financial condition is affected by three primary factors: the strength and speed of recovery from the recession, the lack of growth in certain dedicated Fund revenues that are insufficient to cover Fund program expenses, and increased operating costs. These factors are discussed in more detail in the subsequent sections of this Report.

III. POLICY:

The annual municipal budget is presented in compliance with Carpinteria Municipal Code section 2.08.110(H), which establishes the preparation and submittal to the City Council of the annual budget as a duty of the City Manager. City policies related to annual budgeting, including the Cost Recovery provisions of the Municipal Code and its Investment Policy, are discussed in the Introduction of the Budget document. Accounting and financial practices of the City that influence the organization of the budget and how information is reported are a part of Section G of the Budget document.

The City's Mission Statement states in part that the City "shall make judicious use of the City's limited resources to promote the highest possible quality of life for all of Carpinteria's residents", and that "the City's budget shall reflect the goals and priorities of the majority of the City residents and shall be managed in a professional and business-like manner." Also, the City operates under several informal budgeting policies that can be articulated as goals. A goal of the City's budget is for the City to live within its means, effectively, funding ongoing expenses with ongoing revenues. Another goal of the budget is to support the City's effort to provide continuity in high quality services that meet community needs and expectations. The proposed budget includes funding sufficient to carry out the City's work program and other important projects, programs and services, and to comply with the City's reserve policies.

IV. ANALYSIS:

A discussion of significant revenue and expenditure projections, summaries of the General Fund and all other Funds, and assumptions related to a five year budget projection, can be found in the Introduction section of the budget. In summary, although revenues are showing improvement and prospects for revenue growth are good, it is expected nonetheless that revenue growth will remain modest over the next five year period. This modest growth, coupled with expectations for growth in contract services and employee compensation expenses, e.g., health insurance and pension, is expected to challenge the City's ability to deliver balanced annual budgets while maintaining service levels and addressing growing needs in areas such as streets, parks and facilities maintenance.

All Funds Budget

The City's All Funds Budget consists of the General Fund and 17 other Special Revenue type funds such as Gas Tax, Measure A, Right-of-Way Assessment, etc. Revenues for all funds (not including grant and DIF revenues used to fund major capital projects) are expected to increase $174,536 in the next year.

Importantly, the City's streets and right-of-way maintenance programs are operated from these various funds dedicated to transportation programs. The existence of Measure A, the Right-of-Way assessment district and State Gas Tax revenues are of great benefit to the City in being able to address street and right-of-way improvement and maintenance needs (among other transportation needs of the community); however, the City is projecting that street and right-of-way maintenance requirements are annually exceeding revenues and resulting in deferred maintenance. The Public Works Department will be presenting a report to the City Council later this calendar year to define this issue and to propose a strategy for addressing it.

General Fund Budget

The General Fund is considered the City's primary source of day-to-day operating revenues. These revenues are used to fund General Government, Public Safety, Planning, Building and Engineering services, and Parks & Recreation programs. The City's General Fund revenues are expected to increase from 2013-14 levels by 2.8% or $222K to approximately $8.2M. Expenditures are expected to be less than revenues (including inter-fund transfers) resulting in an operating surplus of $317,910; however, because the General Fund will have to subsidize several other funds, the operational excess will be reduced to a modest $35,290. The June 2015 Available Fund Balance (AFB)[1], adjusted to comply with City reserve policies, is expected to decrease approximately ($167K) to $1,187,339.

The funds requiring subsidies are:

Fund	Subsidy
Park Development	32,149
Park Maintenance	107,088
Right of Way Assessment	43,959
Recreation Services	99,424
Total Subsidies	$282,620

[1] The Available Fund Balance is undesignated General Fund revenues remaining after annual expenditures and independent of reserves.

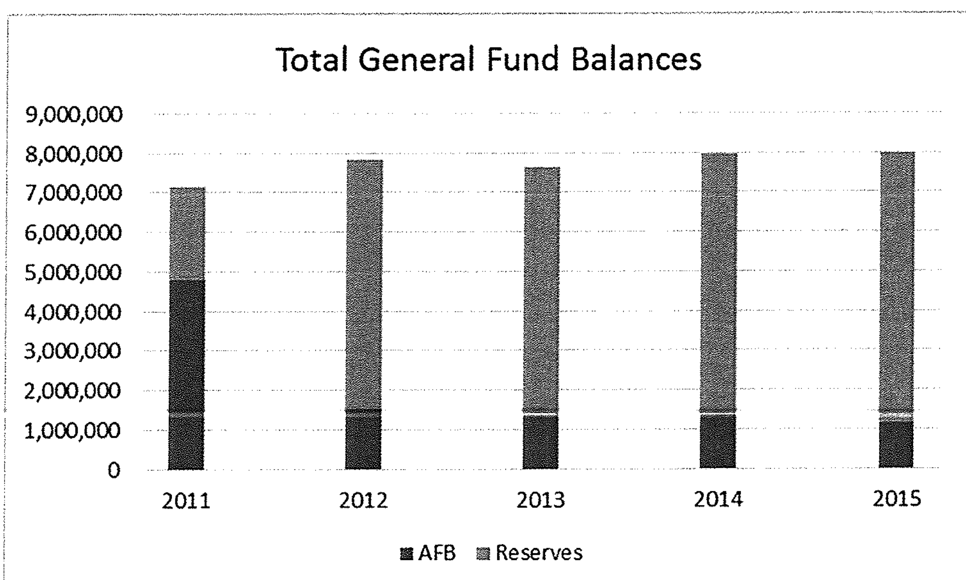
Reserves

City reserves are discussed in the Introduction section of the budget document. The City's total General Fund balance, including reserves, is projected to end the current fiscal year at $7,976,148. The total fund balance is projected to increase at the end of 2014-15 fiscal year by $35,290 to $8,011,437. That portion of the total General Fund balance held in reserves established by policy or in response to state law is estimated at $6,621,544. All of the Reserves may be used at the discretion of the City Council with the exception of the Cable Television Access Reserve and the Non-Spendable Statutory Reserve.

The following Reserves have been established by City Council policy, are a part of the General Fund and are accounted for annually through the Consolidated Annual Financial Report (CAFR) but are not a part of the Municipal Budget:

1.	Non-spendable Statutory Reserve	$205,646
2.	Cable Television Access Reserve	324,734
3.	Financial and Economic Uncertainty Reserve	4,006,054
4.	General Reserve	1,065,548
5.	Major Asset Replacement & Repair Reserve	1,019,562
	Total:	6,621,544

City reserves, relied upon for multiple years of the recession in order to maintain service levels, remain healthy. The combined effects of the use of reserves as a rainy day fund and to pay for the purchase of two properties (i.e., the Seaside Building and the Farmer Parcel) dropped them from the 2008 high of approximately $9 million. By policy, in addition to other reserves, a rainy day fund is maintained at 55% of total City spending in the prior fiscal year. The table below illustrates General Fund reserves and AFB over the prior five year period, including the effect of the adoption of the City Council reserve policy in shifting AFB into the various reserve categories.



Capital Improvement Projects

Capital Improvement Projects proposed for funding in the 2014-15 fiscal year are presented as Appendix I to the budget document. The proposed program includes anticipated funding from special funds such as Measure A and Development Impact Fees, as well as grant funding. The total capital projects budget of nearly $3.4M is a 9.9% decrease from 2014 levels but remains significantly higher than the three prior years. This represents an aggressive effort to address capital improvement needs and deferred maintenance. The projects will be carried out by the Public Works and Parks & Recreation Departments.

Community Promotion and Support

The City of Carpinteria supports business and community service groups both with direct financial support and indirectly. By far the largest funding in support of the local economy comes in the form of program funding for maintenance and improvements of streets and sidewalks, street sweeping, parkway landscaping, and street furnishings. The budget also funds improvement and maintenance of a system of parks, beaches and open spaces, all of which support property values and contribute to making Carpinteria attractive to businesses and visitors. The budget also includes funding for the City Manager to serve on the Board of the Chamber of Commerce, direct business promotion through the Carpinteria First Committee, funding for visitor services including the HOST Program and related materials such as an informational pocket map, and through the maintenance and operation of downtown public parking lots and business promotion in partnership with business owners of the Downtown Parking and Business Improvement District.

The Community Services Support Program (page E-32 of the Budget) funds a variety of organizations that serve the Carpinteria community. The table below outlines various organizations that have been funded consistently over the last several years along with some new organizations and the current and proposed budget amounts.

Community Services Support Program FY 2014-15

The Community Services Support Program funds a variety of organizations that serve the Carpinteria community. The table below outlines the organization, current FY 2013-14 funding levels and City staff's proposed FY 2014-15 budgeted amounts (far right column). Carpinteria Cares for Youth is not applying for funding in the upcoming fiscal year.

Please note additional requests were received from HopeNet of Carpinteria; a local grassroots organization focused on suicide prevention efforts. They are requesting $1,400 for suicide prevention related activities including community outreach (i.e., workshops, development of a local resource guide, etc.), initiating a support group, board member attendance at seminars/trainings in mental wellness & fundraising, and youth involvement in developing awareness of mental health issues. Also included is funding for 211 Help Line services.

Service Provider	FY 2013-2014	FY 2014-15 Proposed
SB County Branch Library	$27,000	$35,500
Boys & Girls Club	$17,000	$17,000
Girls Inc	$17,000	$17,000
Community Action Commission (South Coast Task Force on Youth Gangs)	$10,703	$9,780
Community Action Commission	$10,000	$10,000
Catholic Charities	$7,500	$7,500
HELP of Carpinteria (Measure A funding)	$5,000	$5,000
Rape Crisis Center	$4,000	$4,000
211 Help Line	$0	$1,266
HopeNet of Carpinteria	$1,000	$1,400

Attached are the pertinent FY 2014-2015 applications for funding related to the City's Community Services Support Program.

Five Year Projection and Long Term Financial Planning

Beginning in 2010, the City began implementing a three part approach to reaching a balance between revenues and expenditures that includes immediate actions, 1-2 year actions, and Longer term strategies.

1. Immediate actions were implemented in 2010 and while some of these actions have been sustained others such as deferral of certain maintenance and employee training, were discontinued.
2. The 1-2 year actions include measures that take more time to implement but which are more durable in terms of revenue and or cost savings. Measures taken to date include things such as park and facilities maintenance contract cost cutting, capital projects that result in utilities cost savings, and adjusting fees and charges for services. Recently, the City has replaced and upgraded the water circulation and sanitation systems at the community pool, which will save on electricity and chemical costs. The proposed budget will allow for additional measures to be implemented to reduce water use and other utilities.
3. Longer term strategies involve legislative action and/or significant policy decisions of the City Council concerning either revenue enhancement measures or service level reductions. In this regard, the City Council has implemented changes to employee compensation, the law enforcement contract for services, and sought and received voter approval for a hotel bed tax rate increase.

Staff believes that in order to continue to deliver balanced budgets on a five year horizon, various Immediate actions may need to be revisited in future years, additional 1-2 Year Actions will need to be identified and implemented, and one or more Longer term strategic actions (such as cost controls on health insurance), will need to implemented. Additionally, continuing improvement in the economy will be necessary such that key revenue sources experience healthy annual growth.

In order to assist the City in this process, staff is preparing a long-range financial plan as a part of the current year work program.

Service Accomplishments and Challenges

The City provides a wide variety of services to the community that includes land use planning, building, code compliance, animal control, parks & recreation programs, public works related activities and programs, and administrative services. These various positions are staffed by highly trained and accomplished professionals that continue to meet the needs and expectations of the Carpinteria community. Additionally, the City provides a robust Volunteer Program, Emergency Preparedness program, ad economic vitality activities related to the Carpinteria First committee.

Noteworthy outcomes of the 2013-14 fiscal year are highlighted in the City Manager's Message of the budget document. Also, the City's report on the Performance Measures of the 2013-14 Budget begins on page H-1 of the Budget.

V. LEGAL ISSUES:

The City Attorney will be in attendance at the meeting to advise the City Council on legal issues and questions it may have related to the budget and/or budget process.

VI. OPTIONS:

The budget document has been provided for City Council review and adoption. After receiving public comment and deliberating, the City Council may direct changes to the document. The document may be adopted at the meeting of June 9, 2014, or at the subsequent meeting of June 23, 2014. The budget can be adopted by approving the attached Resolution No. 5538, and the related Resolutions 5539 and 5540, concerning appropriation limits.

VII. PRINCIPAL PARTIES EXPECTED AT MEETING:

Representatives of Agencies requesting funding from the City and other interested parties may be in attendance.

VIII. ATTACHMENTS:

A. Proposed Budget (distributed separately)
B. Resolutions Nos. 5538, 5539, and 5540
C. Annual Community Service Support Applications

Attachment A

Proposed Budget (distributed separately)

Attachment B

Resolutions Nos. 5538, 5539, and 5540

RESOLUTION NO. 5538

A RESOLUTION OF THE CITY OF CARPINTERIA CITY COUNCIL APPROVING THE MUNICIPAL BUDGET FOR FISCAL YEAR 2014-15

WHEREAS, on June 9, 2014 the City Manager presented his proposed Budget for Fiscal Year 2014-15 including estimated revenues and recommended appropriations for operations, special programs, capital outlay and reserves; and

WHEREAS, the City Council held a duly advertised public hearing on June 9, 2014 and received public comments on the 2014-15 proposed municipal budget; and

WHEREAS, adoption of a budget prior to the beginning of the new fiscal year is necessary to ensure the uninterrupted operation of necessary City services.

NOW, THEREFORE, THE CARPINTERIA CITY COUNCIL HEREBY RESOLVES that:

1. The City Manager's Proposed Budget for Fiscal Year 2014-15, including estimated
revenues and appropriations for operations, special programs, capital outlay expenses and reserves is hereby approved as amended and adopted effective July 1, 2014.

2. The City Manager's final estimates of revenues and appropriations for operations, special programs, capital outlay expenses and reserves for fiscal 2013-14 are also hereby approved as amended for the 2013-14 budget year.

3. The City Manager is authorized to make expenditures and enter into agreements conforming to this Budget and to make adjustments between the various accounts within each fund limited to the total amount budgeted for said fund.

4. The City Council approves the salary and compensation plan inherent in the budget.

PASSED, APPROVED AND ADOPTED this 9th day of June, 2014, by the following called vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

MAYOR, CITY OF CARPINTERIA

ATTEST:

CITY CLERK, CITY OF CARPINTERIA

I hereby certify that the foregoing resolution was duly and regularly introduced and adopted at a regular meeting of the City Council of the City of Carpinteria held the 9th day of June, 2014.

CITY CLERK

APPROVED AS TO FORM:

PETER N. BROWN
CITY ATTORNEY

RESOLUTION NO. 5539

A RESOLUTION OF THE CARPINTERIA CITY COUNCIL ESTABLISHING THE APPROPRIATION LIMIT FOR THE CITY OF CARPINTERIA FOR FISCAL YEAR 2014-15

WHEREAS, Article XIIIB of the California Constitution (Proposition 4) requires local agencies to annually establish appropriation limits on appropriation items subject to limitation, and

WHEREAS, Section 7900 et. seq. of the California Government Code provides implementing instructions to Article XIIIB, and

WHEREAS, the California Department of Finance has provided Uniform Guidelines to further clarify the intent of Article XIIIB, and

WHEREAS, the City Manager has calculated the 2014-15 Appropriation Limit for the City of Carpinteria in accordance with said law and guidelines, and

WHEREAS, on June 5, 1990, the voters of the State of California approved Proposition 111 which modified the method of calculating the annual appropriation limit for all levels of government.

NOW, THEREFORE, THE CARPINTERIA CITY COUNCIL HEREBY RESOLVES that the final appropriation limit for appropriations subject to limitation for the City of Carpinteria for Fiscal Year 2014-15 is hereby set at $16,046,919 in accordance with the calculations set forth and attached hereto as Exhibit "A".

RESOLVED FURTHER, that the annual adjustment factors used in the calculation were the percentage change in the California per capita income and the larger of the City's population growth or the population growth of Santa Barbara County.

RESOLVED FURTHER, that upon the adoption of this resolution, any interested person may challenge said appropriation limit for a period of 45 days from this date in accordance with State law.

PASSED, APPROVED AND ADOPTED this 9th day of June, 2014, by the following called vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

____

MAYOR, CITY OF CARPINTERIA

ATTEST:

____

CITY CLERK, CITY OF CARPINTERIA

I hereby certify that the foregoing resolution was duly and regularly introduced and adopted at a regular meeting of the City Council of the City of Carpinteria held the 9th day of June, 2014.

____

CITY CLERK

APPROVED AS TO FORM:

____

PETER N. BROWN
CITY ATTORNEY

APPL CITY OF CARPINTERIA APPROPRIATION LIMIT CALCULATIONS EXHIBIT "A"
PER CALIFORNIA CONSTITUTION ARTICLE XIIIB (PROP 4, GANN LIMIT)

	DESCRIPTION OF ANNUAL CALCULATION	YEAR: / REFERENCE:	FY14-15 RESO 5539	FY13-14 RESO	FY12-13 RESO 5394	FY11-12 RESO 5322	FY10-11 RESO 5262	FY09-10 RESO 5203
A.	PRIOR YEAR APPROPRIATION LIMIT:		15,690,091	14,820,659	14,218,237	13,764,114	13,967,791	13,714,409
B.	CHANGE IN CALIF PER CAPITA INCOME	PERCENT:	-0.2300%	5.1200%	3.7700%	2.5100%	-2.5400%	0.6200%
	PER GOVT CODE 7901:	RATIO:	0.9977	1.0512	1.0377	1.0251	0.9746	1.0062
C.	CHANGE IN CITY POPULATION PER	PERCENT:	2.5100%	0.3700%	0.2700%	0.7700%	1.0600%	1.2200%
	STATE DEPT FINANCE ISSUED MAY 1:	RATIO:	1.0251	1.0037	1.0027	1.0077	1.0106	1.0122
C1	CHANGE IN COUNTY POPULATION PER	PERCENT:	0.92%	0.71%	0.45%	0.75%	1.11%	1.17%
	STATE DEPT FINANCE ISSUED MAY 1:	RATIO:	1.0092	1.0071	1.0045	1.0075	1.0111	1.0117
D.	CALCULATION OF ANNUAL RATIO OF CHANGE: "B" TIMES LARGER OF "C" OR "C1"	RATIO:	1.0227	1.0587	1.0424	1.0330	0.9854	1.0185
E.	NEW APPROPRIATION LIMIT: [ANNUAL RATIO OF CHANGE TIMES PRIOR YEAR APPROPRIATION LIMIT]		16,046,919	15,690,091	14,820,659	14,218,237	13,764,114	13,967,791
F.	AMOUNT OF DOLLAR INCREASE OVER PRIOR YEAR:		356,828	869,432	602,422	454,123	(203,677)	253,382
G.	AMOUNT OF PERCENT INCREASE OVER PRIOR YEAR:		2.27%	5.87%	4.24%	3.30%	-1.46%	1.85%
H.	APPROPRIATIONS SUBJECT TO LIMITATION		7,347,019	7,539,980	6,971,760	6,668,805	6,668,805	6,487,550
I.	AMOUNT UNDER(OVER) APPROPRIATION LIMIT		8,699,900	8,150,111	7,848,899	7,549,432	7,095,309	7,480,241

Exhibit A

RESOLUTION NO. 5540

A RESOLUTION OF THE CARPINTERIA CITY COUNCIL ESTABLISHING THE APPROPRIATION LIMIT FOR THE CITY OF CARPINTERIA STREET LIGHTING DISTRICT NO. 1 FOR FISCAL YEAR 2014-15

WHEREAS, Article XIIIB of the California Constitution (Proposition 4) requires local agencies to annually establish appropriation limits on appropriation items subject to limitation, and

WHEREAS, Section 7900 et. seq. of the California Government Code provides implementing instructions to Article XIIIB, and

WHEREAS, the California Department of Finance has provided Uniform Guidelines to further clarify the intent of Article XIIIB, and

WHEREAS, the City Manager has calculated the 2014-15 Appropriation Limit for the City of Carpinteria Street Lighting District No.1 in accordance with said law and guidelines, and

WHEREAS, on June 5, 1990, the voters of the State of California approved Proposition 111 which modified the method of calculating the annual appropriation limit for all levels of government.

NOW, THEREFORE, THE CARPINTERIA CITY COUNCIL HEREBY RESOLVES that the final appropriation limit for appropriations subject to limitation for the City of Carpinteria Street Lighting District No.1 for Fiscal Year 2014-15 is hereby' set at $605,943 in accordance with the calculations set forth and attached hereto as Exhibit "A".

RESOLVED FURTHER, that the annual adjustment factors used in the calculation were the percentage change in the California per capita income and the larger of the City's population growth or the population growth of Santa Barbara County.

RESOLVED FURTHER, that upon the adoption of this resolution, any interested person may challenge said appropriation limit for a period of 45 days from this date in accordance with State law.

PASSED, APPROVED AND ADOPTED this 9th day of June, 2014, by the following called vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

MAYOR, CITY OF CARPINTERIA

ATTEST:

CITY CLERK, CITY OF CARPINTERIA

I hereby certify that the foregoing resolution was duly and regularly introduced and adopted at a regular meeting of the City Council of the City of Carpinteria held the 9th day of June, 2014.

CITY CLERK

APPROVED AS TO FORM:

PETER N. BROWN
CITY ATTORNEY

CARPINTERIA STREET LIGHTING DISTRICT #1 APPROPRIATION LIMIT CALCULATIONS
PER CALIFORNIA CONSTITUTION ARTICLE XIIIB (PROP 4, GANN LIMIT)

	DESCRIPTION OF ANNUAL CALCULATION	YEAR: REFERENCE:	FY14-15 RESO 5540	FY13-14 RESO	FY12-13 RESO 5395	FY11-12 RESO 5321	FY10-11 RESO 5263	FY09-10 RESO 5204
A.	PRIOR YEAR APPROPRIATION LIMIT:		592,469	559,638	536,891	519,846	527,538	517,968
B.	CHANGE IN CALIF PER CAPITA INCOME	PERCENT:	-0.2300%	5.1200%	3.7700%	2.5100%	-2.5400%	0.6200%
		RATIO:	0.9977	1.0512	1.0377	1.0251	0.9746	1.0062
C.	CHANGE IN CITY POPULATION PER	PERCENT:	2.5100%	0.3700%	0.2700%	0.1300%	1.0600%	1.2200%
	STATE DEPT FINANCE ISSUED MAY 1:	RATIO:	1.0251	1.0037	1.0027	1.0013	1.0106	1.0122
C1	CHANGE IN COUNTY POPULATION PER	PERCENT:	0.92%	0.71%	0.45%	0.75%	1.11%	1.17%
	STATE DEPT FINANCE ISSUED MAY 1:	RATIO:	1.0092	1.0071	1.0045	1.0075	1.0111	1.0117
D.	CALCULATION OF ANNUAL RATIO OF CHANGE: "B" TIMES LARGER OF "C" OR "C1"	RATIO:	1.0227	1.0587	1.0424	1.0328	0.9854	1.0185
E.	NEW APPROPRIATION LIMIT: [ANNUAL RATIO OF CHANGE TIMES PRIOR YEAR APPROPRIATION LIMIT]		605,943	592,469	559,638	536,891	519,846	527,538
F.	AMOUNT OF DOLLAR INCREASE OVER PRIOR YEAR:		13,474	32,830	22,748	17,045	(7,693)	9,570
G.	AMOUNT OF PERCENT INCREASE OVER PRIOR YEAR:		2.27%	5.87%	4.24%	3.28%	-1.46%	1.85%
H.	APPROPRIATIONS SUBJECT TO LIMITATION		278,192	272,778	268,785	266,124	266,124	268,000
I.	AMOUNT UNDER (OVER) APPROPRIATION LIMIT		327,751	319,691	290,853	270,767	253,722	259,538

Exhibit A

Attachment C

Community Service Funding Applications

CITY OF CARPINTERIA
Community Services Support
2014/15 Application

JULY 1, 2014 - JUNE 30, 2015

1. **Agency Name:**

   Carpinteria Library (Santa Barbara Public Library System) **Amount**: $ 27,000- $37,000

2. **Program Title:**

   Public Library Services

3. **Program Street Address, City, Zip Code:**

   5141 Carpinteria Ave., Carpinteria CA 93013

4. **Program Mailing Address, City, Zip Code:**

   c/o Santa Barbara Public Library, P.O. Box 1019, Santa Barbara, CA 933102-1019

5. **Contact Person, Position:**

   Margaret Esther, Library Services Manager

6. **Phone Numbers: TELE:** (805) 564-5606 **FAX:** (805)564-5660

7. **Target Population:** Residents of the City of Carpinteria and surrounding communities

8. **Days and hours open:** Monday and Wednesday 10 am to 7;30 pm, Tuesday, Thursday, and Friday 10 am to 5:30 pm; Saturday 10am to 4 pm; closed Sunday

9. **List the zip codes from which clients are drawn:** primarily 93012 and 93067

10. **Description of services to be provided with funds:**

    The grant monies will be used to maintain current open hours of 47.5 hours at the Carpinteria Library by paying for staffing costs. An award of $27,000 will maintain the current level of financial support from the City of Carpinteria. An increase to the amount of $37,000 would reduce the need for use of reserve funds to maintain access to library services by working people and families. This funding also helps preserve the library's after-school Homework Center for 4 days a week.

11. **Describe your procedures for monitoring the services. List the records you keep; give the dates of scheduled reviews:**

    Payroll is monitored by the City of Santa Barbara, and is reported on a bi-weekly basis.

12. Description of your overall agency:

The mission of the Carpinteria Branch Library is to provide literacy and pre-literacy services, information services, reading materials and educational resources to people of all ages in the Carpinteria Valley. Students receive valuable after-school homework with resources which include one-to-one assistance. At the public library, services to residents and visitors include free Internet access, free WiFi access, assistance with reference inquiries, teen programs, story times and literacy-based programs for children, and interlibrary borrowing. Added services are available 24/7 because, with a library card and a computer, smart phone, or tablet, residents in the Carpinteria area can access and download research articles, eBooks, e-magazines, and stream music.

Projections for year JULY 1, 2014 TO JUNE 30, 2015

Objective # 1:

To continue to provide quality services in a timely manner to residents who may otherwise not be able to afford the services. A library goal is to eliminate the $1 (one dollar) hold fee currently imposed. This would benefit many residents in Carpinteria by providing a "level playing field" for access to informational, educational and/or leisure materials through a free public library.

Objective #2:

Provide literacy and pre-literacy services, like story time and an annual summer reading program to support the educational needs of children and youth. Provide a place where students can receive assistance with their homework, access computers to help with that homework, check out age appropriate reading materials for free, and have a productive and safe place to go after school.

Objective #3:

Provide free access to the Internet by providing computers for residents and visitors. Visitors can rely on access at the library to investigate local attractions, book or change accommodations or travel plans, and stay in touch with friends and families. Residents without access to computers or printers in their homes can use those at the library. Anyone of any age who needs assistance to find information or services online receives that help at the library.

CITY OF CARPINTERIA
Community Services Support
2014/15 Application

JULY 1, 2014 - JUNE 30, 2015

1. **Agency Name:** Carpinteria Boys & Girls Club **Amount:** $20,000
2. **Program Title:**
   After-School, Camps, & Sports programs
3. **Program Street Address, City, Zip Code:**
   4849 Foothill Road, Carpinteria, 93013
4. **Program Mailing Address, City, Zip Code:**
   PO Box 643, Carpinteria, CA 93014
5. **Contact Person, Position:**
   Jamie Collins, Club Director
6. **Phone Numbers: TELE**(805) 684-1568 **FAX:** (805) 684- 7250
7. **Target Population:** Youth, Boys & Girls, Ages 5-18
8. **Days and hours open:** M-F 9:30pm-6:30pm- Break Hours M-F 7:30am-6:30pm
9. **List the zip codes from which clients are drawn:**93013, 93003, 93067, 93103, 93108, 93110
10. **Description of services to be provided with funds:**

Funds will be used to provide programming opportunities for youth in 5 core areas; Character & Leadership Development, Education & Career Development, Health & Life Skills, The Arts, and Sports, Fitness & Recreation. Funds will also be allocated to provide much needed scholarships to families for our Licensed Care Program, sports leagues, and transportation program. Some funding will be allocated towards educational learning opportunities during the summer to help close the achievement gap between students. We are asking for $3,000 more this year as we have a growing unmet need for scholarships in our community.

11. **Describe your procedures for monitoring the services. List the records you keep; give the dates of scheduled reviews:**

Programs are evaluated monthly by staff, in program meetings, to make sure the needs are being met. They are evaluated based on attendance, active participation, and consistency of the program.

Monthly staff meetings and board meetings are held in which we review program and departments. We keep daily attendance records through our Membership Tracking System. Evaluations are given to club members and parents twice a year, June & August measuring our

After School programs & our Summer Camps. Evaluations are also given to parents at the conclusion of a sports league. Annually, though BGCA, we participate in a Club evaluation called the National Youth Outcome Initiative that measures programs, effectiveness and outreach. Staff and their programs/departments are reviewed annually.

12. Description of your overall agency:

The United Boys & Girls Clubs of Santa Barbara County- Carpinteria Clubhouse is an organization whose mission is "To enable all young people, especially those who need us most, to reach their full potential as productive, caring, and responsible adults." We serve all youth ages 5-18 where they can participate in athletic leagues, events, field trips, social recreation and programming. The Carpinteria Unit is a multi-building centered facility where youth can participate in BGCA 5 core areas programs, as well as sports leagues and Licensed Care Program. Our programs are centered on youth's interests and needs. We promote programs that are nationally recognized through BGCA. Currently we are serving upwards of 150 youth per day, over 600 youth a year. The Club has a separate teen center where teens, serving up to 30 teens daily. We offer summer day camp through our Licensed Care Program as well as specialty camps based off youth interests.

Projections for year JULY 1, 2014 TO JUNE 30, 2015

Objective # 1:

Our first objective focuses on the Mind, Body, and Soul Boys & Girls Clubs of America Program, Triple Play. Triple Play, BGCA's comprehensive health and wellness initiative, strives to improve the overall health of members, ages 6-18, by increasing their daily physical activity, teaching them good nutrition and helping them develop healthy relationships. The "Mind" component helps young people acquire healthy habits, such as making smart food choices, understanding appropriate portion sizes and creating fun, balanced meals. The "Body" component promotes physical activity through fun daily fitness routines. Club youth of every age and fitness level have the chance to participate in a variety of games. The "Soul" component encompasses social recreation activities that are critical to positive youth development. By participating in a comprehensive social recreation program, Club youth are able to develop and sustain positive relationships with others, acquire a healthy self-concept and a strong belief in their self-worth, and cope well with both positive and adverse situations. We have already started to implement this program and the kids are asking daily what the challenge is or how they can participate. We are hoping to expand the mind and soul portion of the program with the funding provide through this opportunity.

Objective #2:

Our second objective focuses on the Arts, as another unmet need in our community, we feel the arts are an important part of after school and breaks programming. We recently received a grant to provided instruments for our growing music program and are allocating a portion of the city funding to provide classes and a quite space for youth to develop their musical interests. Another aspect of the Arts we would like to grow is the digital arts. With an upgrade to our computer lab we could install programs that can help enhance the digital arts. In today's world keeping up with the digital technology is extremely difficult due to extremely short product obsolescence periods. We are looking to expand our digital capabilities in order to provide new programs which would include digital photo illustration, digital music making, film making, stop-motion animated short movie production, graphic design, web design and computer game design. We plan to collaborate with other local non-profits to help enhance our arts programs by bringing in expert volunteers and teachers.

Objective #3:

We are working towards expanding our teen offerings to encourage and motivate more young adults to participate in our programs that educate youth on the resources available to them for college and career readiness. In 2014 we implemented our first Jr. Staff program. Through participation in Junior Staff, teens develop interpersonal skills, a strong work ethic and a sense of community engagement while experiencing on-the-job Club work experience and enhancing their resumes. Teens in the program have to complete 30 hours community service to the club, maintain a 2.5gpa and complete monthly lessons with an assigned staff mentor. Our hopes to expand the program to have 2-3 Jr. Staff working in 1 year cycles and then helping them find outside employment so that upon graduation they are prepared and know how to handle interviews, reporting to work, and being a responsible citizen. Below is a description of the Jr. Staff program with more detailed information.

United Boys & Girls Clubs of Carpinteria Jr. Staff Program

Goal: To develop a hands on experience for members to improve career skills and interests with the opportunity for paid employment at the completion of the program. The program will serve as a link from staff to members and provide developmental experiences and support for those involved.

Program Objectives:

- To provide youth with the opportunity to participate in a comprehensive career/ volunteer development program consisting of leadership and service activities
- To provide members in the JS program with hands on leadership experience that serve as peer role models to fellow youth.
- To encourage youth to examine a career in the BGC movement or actively volunteer

Program Components:
Geared towards youth ages 14 and older, this component gives members the opportunity to explore personal strengths, needs, and interests and determine how they correlate with a career in the human service field. Each participant will complete Education & Career and Charter & Leadership:

1. Education & Career
    a. Geared towards youth ages 14 and older, this component gives members the opportunity to explore personal strengths, needs, and interests and determine how they correlate with a career in the human service field. Each participant:
        i. Complete 30 hours of service within at least 3 different program areas
        ii. Maintain a 2.5gpa and provide progress reports
        iii. Build resume and interview skills through meetings
2. Character & Leadership
        i. Plan and implement an activity geared towards the needs and interests of our Big Buddy/Little Buddy program
        ii. Complete community service projects through the active involvement of Keystone Leadership Club
        iii. Attends bi-weekly meetings to discuss strengths, weaknesses, frustrations, and planning
        iv. Learn workplace etiquette
3. Apprenticeship Program- You got the job!
    a. This component is more personalized and provides one-on-one guidance from the program leader and weekly support meetings
        i. Offered employment for up to 5 hours per week over the span of a year
        ii. Actively working on resume and cover letter to prepare for transition to future career opportunities
        iii. Serve as a role model, mentor, and advocate for the BGC

Youth Development Strategy
Young adolescents need opportunities to develop:

- A sense of competence through being able to do something well
- A sense of usefulness through doing something of value for others
- A sense of belonging by having a place where they fit in
- A sense of power by knowing that someone care and will listen

Program Benefits
As a result of taking part in the program, members:

- Develop and strengthen leadership skills
- Understand and value voluntarism
- Are seen as positive role models and respected by peers, family, school personnel, community & Club staff
- Are introduced to possible careers in Boys & Girls Club work and other human service professions
- Assist staff in making a difference in the lives of youth
- Are living examples of the Youth Development Strategy at work
- Exhibit a sense of pride in their responsibilities and are perceived as contributors
- Learn how to set goals and sustain achievements
- Receive in depth exposures to a variety of core programs in the Club and community
- Learn important decision-making skills in preparing and planning for their future

CITY OF CARPINTERIA
Community Services Support
2014/15 Application

JULY 1, 2014 - JUNE 30, 2015

1. **Agency Name:**

   Girls Inc. of Carpinteria **Amount**: $20,000

2. **Program Title:**

   After School Enrichment, Athletics, Teens

3. **Program Street Address, City, Zip Code:**

   5315 Foothill Road, Carpinteria California 93013

4. **Program Mailing Address, City, Zip Code:**

   Same as Above

5. **Contact Person, Position:**

   Victoria Juarez

6. **Phone Numbers: TELE:** **805-684-6364** **FAX:** 805-566-3425

7. **Target Population:** Girls ages 5-18

8. **Days and hours open:** Monday- Friday 9am-6pm

9. **List the zip codes from which clients are drawn:** 93013, 93067, 93101, 93103, 93105, 93108, 93110, 93117

10. **Description of services to be provided with funds:**

The **After School Enrichment (ASE)** program offers quality, licensed day care for girls in Kindergarten through fifth grades. All sessions focus on activities that encourage each girl to become self-reliant while mastering new skills. The Girls Inc. commitment is to provide opportunities that foster self-confidence, exploration and growth. In addition to offering programs after school, Girls Inc. provides all-day camps over most school holidays and summer. Activities are intentionally designed to empower girls and to compensate for what they may or may not learn at home or at school. We are monitoring the THRIVE benchmarks for RESULT 2: Children Master Grade-Level Content Standards Through Grade 3 since we serve the School Age population in our program. The indicators being measured include reading, English-Language Arts and mathematics. One of the Carpinteria Thrive benchmarks we have emphasized this school year is third grade reading proficiency. Students must learn to read by the third grade in order to "read to learn" in the years beyond. In an effort to address this benchmark, our program focuses heavily on literacy for students in grades K-3. Students complete a weekly packet that allows us to assess their progress in the various literacy skills in concert with the data tracked in the Measures Database.

The **Athletics** program offers in-house basketball for girls ages 5-14. We also provide club volleyball with professional coaches and regular competitive in-house and travel volleyball for girls ages 10 to 18, as well as fall middle school teams that compete with other middle schools from Ventura to Goleta. The Athletics program also offers spring volleyball and basketball skills classes geared toward girls in the 2nd through 5th grade. In addition to these activities, the Athletics program provides sports camps and clinics including adventure sports, such as kayaking and hiking (these are offered during summer and school breaks). Participants learn the benefits of teamwork, goal setting, discipline and physical fitness. In addition to the intrinsic value of playing sports, the athletics program specifically addresses health-risk behaviors and promotes the value and importance of a healthy body, mind and attitude.

The **Teen Department** is currently focused on group mentoring skills and techniques as a means to reduce risky behavior, increase the occurrences of positive youth behavior, and promote college readiness and higher education. Increasingly – including through two recent research projects – we have become aware that the Girls' Inc. approach is an effective form of group mentoring. We are working with thirty-five girls ages 11-15 to reduce the occurrences of antisocial behaviors and increase the occurrences of evidenced positive youth development behaviors. Through group mentoring conducted by trained mentors at Girls Inc. Carpinteria, we serve girls five days a week. By providing effective group mentoring in a positive and supportive environment we will increase the social competence of participants. Staff will work with girls to develop critical interactive skills related to social competence, social behaviors, and decision-making.

11. Describe your procedures for monitoring the services. List the records you keep; give the dates of scheduled reviews:

We recently invested in management information system that will allow us to:
• Optimize the deployment of scarce resources to better serve girls, using the information garnered from the system to plan for and provide on-target programming to participants, and to identify potential opportunities for growth. • Connect effortlessly to our national network, expediting the sharing of data and information to create an accurate picture of the impact that Girls Inc. brings to girls throughout the country.• Increase the impact and efficiency of our administration and communications by consolidating databases, mailing and distribution lists, and allowing for mass communication with parents and key individuals as needed. The new system will allow us to create and administer surveys to complement daily attendance data, and program hours and to enter and store additional information (e.g. report cards).

All programs are assessed based upon the completion of a survey by parents and participants at the end of the school year and summer session. Staff members discuss and evaluate programs each month at team meetings. Several of our after school programs include pre- and post-tests that are completed by participants. Assessments are also made by evaluating the repeated enrollment of participants and the improvement of participant skills. The athletic program relies on feedback from high school coaches as to the preparedness of girls who participate at the high school level; reviews typically take place at the conclusion of each sport's season.

12. Description of your overall agency:

The mission of Girls Inc. of Carpinteria is to empower girls and women to achieve personal, social, political and economic success in order to become strong, smart and bold. Our agency strives to inspire critical thinking and progressive action in the participants' lives, and also actively advocates for the elimination of gender barriers that limit girls' options and involves them as agents of community change.

Girls Inc. provides quality programs to over 700 girls and young women ages 5 to 18 and their families. In addition, Girls Inc. serves approximately 800 boys and girls from the Carpinteria Unified School District with our Kidability (child abuse prevention) and Preventing Adolescent Pregnancy (PAP) programs. All Girls Inc. programs operate on a sliding scale as it is our philosophy that no child is turned away because of lack of ability to pay. Roughly two-thirds of the families at Girls Inc. of Carpinteria qualify for financial assistance of some kind as determined by the Santa Barbara County Social Services Poverty Guidelines.

Projections for year JULY 1, 2014 TO JUNE 30, 2015

Objective # 1:
To maintain a daily enrollment of 60-70 girls during the summer and 50-60 girls during the school year in the After School Enrichment program. Of those enrolled, 100% will be promoted to the next grade level; 90% will perform at or above grade level in reading; and 80% will perform at or above grade level in math.

Objective #2:

To increase the skill level of participants in all athletics programs by providing camps, clinics and training in fundamentals and techniques. In addition, 90% of girls enrolled in Athletics at Girls Inc. will: have an increased desire to continue playing sports; improve their academic performance; increase their ability to relate to peers in a group setting; re-enroll in a subsequent athletic program at Girls Inc. or school; have decreased likelihood to use drugs and alcohol or engage in premature sexual activity; and improve their overall health and fitness.

Objective #3:

The goal for the Teen Program is to more explicitly emphasize group mentoring skills and techniques as a means to: reduce risky behavior, increase occurrences of positive youth behavior, and prepare girls for post-secondary education. It is our intention that our mentoring community be a place where both the staff and the girls understand their role as mentors and have the skills to carry out that role effectively, compassionately and professionally. Our plan is to serve 70 unduplicated girls.

CITY OF CARPINTERIA
Community Services Support
2014/15 Application

JULY 1, 2014 - JUNE 30, 2015

1. **Agency Name:**
   Community Action Commission of Santa Barbara County **Amount:** $10,000
2. **Program Title:**
   Healthy Senior Lunch
3. **Program Street Address, City, Zip Code:**
   941 Walnut Ave., Carpinteria, CA 93013
4. **Program Mailing Address, City, Zip Code:**
   5638 Hollister Ave., Suite 230, Goleta, CA 93117
5. **Contact Person, Position:**
   Todd Kelly, Director of CAC Nutrition Services
6. **Phone Numbers: TELE:** 683-4458 **FAX:** 683-8959
7. **Target Population:** low income senior citizens
8. **Days and hours open:** Monday – Friday 10:00 – 2:00
9. **List the zip codes from which clients are drawn:** 93013
10. **Description of services to be provided with funds:**

Healthy Senior Lunch provides hot, nutritious, meals to low-income senior citizens who live in Carpinteria. For many of the program's clients, this daily meal is the only one they will eat all day. All of our homebound seniors, and many of the individuals we serve at senior centers, have disabilities. They are unable to walk, drive, grocery shop, or cook.

The program has two components: 1) *Healthy Table* provides a hot lunch each weekday to low-income seniors at the Carpinteria Veterans' Memorial Building. 2) *Healthy at Home* delivers meals to Carpinteria's homebound seniors. Homebound seniors receive two additional frozen meals for the weekend. If a homebound senior needs a safe, working stove or microwave in order to heat these meals, CAC Energy Services will provide or repair the needed appliance for eligible participants (virtually all participants are eligible).

Meals are prepared from scratch in our South County Kitchen in Santa Barbara using fresh, local area produce. Meals are delivered using temperature-controlled vehicles to keep the food at the correct temperature. A $3.00 donation is suggested; however, no senior is ever turned away for lack of ability to pay. Because of the extremely low income of nearly all the seniors we serve, the average donation is only .80¢.

At the *Healthy Table* center, seniors not only receive a good meal – they eat together at the Veterans Memorial Building, interact with friends and acquaintances, and engage in recreational activities and special events. A CAC Site Host is available to oversee and supervise daily Healthy Senior Lunch operations and ensure that everyone feels welcome and comfortable. Seniors also receive educational information at the Carpinteria site.

Healthy at Home Program staff are trained to do much more than deliver meals. They check on the welfare of elders and help connect them with needed health and support services such as transportation and visiting nurses. They also provide cheerful daily socialization - often the only direct human contact that clients have all day. Individuals who need home delivery are referred to our program by hospital discharge planners, visiting nurses or other health providers, friends and family, other service providers, and by word-of-mouth.

In Santa Barbara County, 6.2 percent of the population 65 and over lives below the poverty level, putting them at risk of hunger. Further, recent data reveals that 22.1 percent of the low-income elderly population is food insecure - and roughly 10 percent of low-income elderly households have *very low* food security: They not only have limited or uncertain availability of food, but they eat less than they should, cut the size of meals, or skip meals in three or more months during the year.

Without nutrition services, seniors are less likely to maintain good health and are more apt to require to nursing home placement. "Study after study shows that adequate nutrition (for seniors) is vitally important for promoting health, decreasing chronic disease, maintaining functionality, and helping older adults remain independent at home," according to the Assistant Secretary of the U.S. Administration on Aging.

Other studies of seniors and isolation have pointed out the extent of the social disconnection experienced by many seniors. Of all seniors living alone and below the poverty line, one out of three sees neither friends nor neighbors for as much as two weeks at a time. Half of CAC's Healthy Senior Lunch Program participants have reported that without the program, they would have to choose between buying food and paying for health care and medications. Another third have said that without the program they would have to choose between buying food and paying for rent and utility bills.

10. Describe your procedures for monitoring the services. List the records you keep; give the dates of scheduled reviews:

Program menus are reviewed an approved twice monthly, once by an Area Agency on Aging (AAA) registered dietician and once by a CAC-contracted registered dietician. The AAA registered dietician inspects kitchens, home delivery routes, sites and procedures, and reviews food safety (such as food temperatures) and nutritional values. AAA also performs an additional annual review of the program. CAC's Program Manager formally reviews each Healthy Table community site and each Healthy at Home home-delivery route quarterly. The Site Host is responsible for maintaining daily records relating to food safety and quality, tracking the number of meals served, and keeping a reservation log listing all current participants. The Site Host also updates all participant information, such as emergency contacts, phone numbers and addresses. Clients also receive an annual survey each April to measure program impact. Client demographics, enrollments and numbers of meals are also maintained in CAC's SAMS computer database.

12. Description of your overall agency:

The Community Action Commission (CAC) of Santa Barbara County is a private, nonprofit agency that creates opportunities for low-income families to achieve stability. A 15-member Board of Directors, with equal representation from the public, private and low-income sectors, oversees CAC. The staff of 400 people is approximately 80% minority. The agency's annual operating budget derived from a range of funding sources that include city, county, state, federal and private foundation grants, donations and fundraising. CAC operates 17 diverse programs serving low-income children, teens and young adults, seniors, and households:

Children: These services include Head Start, Early Head Start and Child Development, and provide full and part-day early care and education for children ages 0 to 5 as well as services for pregnant women. CAC Carpinteria Head Start is a partner in the Carpinteria Children's Project at Main. In 2013, 1335 children received school readiness and family support services countywide (60 children were served in Carpinteria). 23 of 24 centers providing Head Start services have received accreditation from the National Association for the Education of Young

Children (NAEYC), the nationwide hallmark of excellence in the field – including Carpinteria Head Start.

In addition, over 200 children were provided a child-friendly place to wait while their parents were in family court at the new CAC Children's Waiting Rooms at the Superior Courts in Santa Barbara and Santa Maria.

Teens and Young Adults: CAC's Family and Youth Services (FYS) Program specializes in reaching at-risk youth and families. Services are provided to individuals and families challenged by mental health issues, placement in foster care, gang involvement, drug and alcohol abuse, child abuse prevention, youth employment and incarceration. Family and Youth Services programs include Los Compadres/Las Comadres, Home Connection Finders, Safe Care, Aftercare, Santa Barbara County Youth Corps, Front Porch Project, Teenage Pregnancy and Parenting Program, and Enhanced Family Reunification Support Services.

Seniors: The Healthy Senior Lunch program provides USDA-approved, high-quality meals to low-income seniors. Last year, 673 countywide seniors received 48,327 meals at senior and community centers and 645 countywide seniors received 98,927 home-delivered meals. Healthy Senior Lunch is CAC's oldest nutrition program and has been operating since 1974. 110 seniors are served in Carpinteria.

Households: CAC's Energy Services is dedicated to energy conservation and keeping low-income homes safe and warm through education, home weatherization, and appliance repair or replacement. The program provides services to help reduce energy costs and provide utility payment assistance to qualified low-income qualified households.

Projections for year JULY 1, 2014 TO JUNE 30, 2015

Objective #1:

To serve nutritious meals to 70 unduplicated low-income seniors for the year at the Veterans' Memorial Building on an optional donation basis. An estimated total of 6,020 meals will be served for the 2014-2015 year.

Objective #2:

To deliver nutritious meals each weekday to 40 unduplicated low-income homebound seniors within the City of Carpinteria on an optional donation basis. An estimated total of 6,470 meals will be delivered to seniors' homes for the year 2014-2015.

Objective #3:

To provide socialization opportunities and community services education/referrals to senior clients.

CITY OF CARPINTERIA

JULY 1, 2014 - JUNE 30, 2015

1. **Agency Name:**
   Santa Barbara County area of Catholic Charities of Los Angeles, Inc. **Amount:** $ 7,500
2. **Program Title:**
   Carpinteria Community Services
3. **Program Street Address, City, Zip Code:**
   941 Walnut Street Carpinteria, CA 93013
4. **Program Mailing Address, City, Zip Code:**
   Catholic Charities 609 East Halley Street Santa Barbara, CA 93103
5. **Contact Person, Position:**
   Brian Clark, Client Resource Regional Coordinator
6. **Phone Numbers: TELE:** 805-965-7045 **FAX:** 805-963-2978
7. **Target Population:** Low & Very Low Income Families and Individuals
8. **Days and hours open:** Monday – Friday 9:00am – 12:00 noon
9. **List the zip codes from which clients are drawn:** 93013 and 93067
10. **Description of services to be provided with funds:**

Catholic Charities provides qualifying low-income clients with: nutritious and supplemental food distribution from the Carpinteria Food Pantry; rental and utility financial assistance; vouchers for clothing and household items at the Santa Barbara Thrift Store; budget counseling; and information/referral to other appropriate service providers.

11. Describe your procedures for monitoring the services. List the records you keep; give the dates of scheduled reviews:

The Community Services program is monitored monthly by the Client Services Regional Coordinator and quarterly by the agency's Regional Director, both of whom are based in Santa Barbara. The Client Services Regional Coordinator meets weekly with the on-site bilingual Client Resources Coordinator, Ms. Christina Lopez, to review client-related files. Records include intake/assessment sheets, client information of source of income and amounts, and notes on each visit to the office for services. All records are kept on computer database with a paper backup.

12. Description of your overall agency:

Catholic Charities continues to provide low- and very low-income families and individuals throughout Santa Barbara County with wide-ranging emergency and basic social programs and services designed to improve the quality of life for those challenged by difficult situations. We anticipate serving well over 38,200 unduplicated new customers for the current fiscal year ending June 30, 2014. The Agency is supported by local individuals and corporate donors, private foundations, and government agencies.

Projections for year JULY 1, 2014 TO JUNE 30, 2015

Objective # 1:

Provide at least 1,050 low-income unduplicated Carpinteria clients with food distribution, rental and/or utility financial assistance and other referral information.

Objective #2:

Provide at least 9,900 units of service to these same returning Carpinteria clients

CARPINTERIA CITY FY 2013-2014 FINAL REPORT

For the current FY 2013-2014 (ending June 30, 2014), we anticipate that 1,350 unduplicated individual clients will have been provided 10,835 units of service, a majority of these clients (95.6 %) represent low-income families who received direct food distribution services.

Given a continuation of the present trend lines is forecast, our challenge for the FY 2014-2015 year will be to meet the on-going demand for food distribution services to a targeted "new" population of families and individuals seeking, for the first time, our services, due to the economic downturn.

CITY OF CARPINTERIA
Community Services Support
2014/15 Application

JULY 1, 2014 - JUNE 30, 2015

1. **Agency Name:**

   HELP of Carpinteria **Amount:** $5,000

2. **Program Title:**

   Transportation

3. **Program Street Address, City, Zip Code:**

   1069 Casitas Pass Road

   Carpinteria, CA 93013

4. **Program Mailing Address, City, Zip Code:**

   1069 Casitas Pass Road

   Carpinteria, CA 93013

5. **Contact Person, Position:**

   Judy Goodbody, Executive Director

6. **Phone Numbers: TELE:** **684-0124** **FAX:** 684-5674

7. **Target Population:** Non-driving Carpinteria residents

8. **Days and hours open:** Monday through Friday from 8:00am to 4:30pm

9. **List the zip codes from which clients are drawn:** 93013

10. **Description of services to be provided with funds:**

HELP volunteers provide door-to-door transportation to Carpinteria residents who have no other means of transportation or who find public transportation cannot meet their needs. Trips to Santa Barbara are limited to doctors appointments and social services. A $6.00 donation is requested for a roundtrip to Santa Barbara. Rides are provided within Carpinteria for any purpose including grocery shopping, hair and doctors appointments, senior lunch program, visits with friends, etc. A $1.00 donation is requested for a roundtrip in Carpinteria. HELP expanded the area of service to include such outlying areas as Shepard Mesa, Padero Lane and Foothill through Cravens Lane to the Polo Fields. These riders are asked to make donations of $2.00 roundtrip in Carpinteria and a $10.00 roundtrip to Santa Barbara.

11. Describe your procedures for monitoring the services. List the records you keep; give the dates of scheduled reviews:

Written records are maintained at the HELP office located at 1069 Casitas Pass Rd., and are available for review upon request. A record of every ride provided includes the names, addresses and phone numbers of nearly 400 riders who utilize HELP of Carpinteria for their transportation needs. Rides are tabulated monthly and records are audited annually by volunteers.

12. Description of your overall agency:

92 people volunteer as drivers and dispatchers to provide more than 6,100 rides last year to Carpinteria residents, with a nine member board of directors and one part-time executive director. HELP owns three vehicles as a result of grants from private foundations, and the office space at Shepard Place Apartments has been donated to HELP since 1988 through the generosity of Michael Towbes and the Towbes Group.

Projections for year JULY 1, 2014 TO JUNE 30, 2015

Objective # 1:

Provide door-to-door transportation to any Carpinteria resident who has no other means of transportation regardless of their ability to pay the requested donation, thereby allowing many non-driving residents to remain independent and in their homes.

Objective #2:

Increase volunteerism and secure the future of the availability of reliable, high quality door-to-door transportation service in our community.

Objective #3:

Improve systems and increase efficiency through the acquisition of more up-to-date equipment.

CITY OF CARPINTERIA
Community Services Support
2014/15 Application

JULY 1, 2014 - JUNE 30, 2015

1. **Agency Name:**
   Santa Barbara Rape Crisis Center **Amount:** **$4,000**
2. **Program Title:**
   Santa Barbara Rape Crisis Center
3. **Program Street Address, City, Zip Code:**
   433 E. Cañon Perdido St. Santa Barbara, CA 93101
4. **Program Mailing Address, City, Zip Code:**
   433 E. Cañon Perdido St. Santa Barbara, CA 93101
5. **Contact Person, Position:**
   Yesenia Curiel
6. **Phone Numbers: TELE:** 805-963-6832 **FAX:** 805-965-3271
7. **Target Population:** Carpinteria teen/adult survivors of sexual assault, their families & friends
8. **Days and hours open:** Services are available seven days per week, 24 hours a day.
9. **List the zip codes from which clients are drawn:** Our service area includes south Santa Barbara County from Carpinteria to Santa Ynez. This grant, however, will focus on service provision to City of Carpinteria residents (zip code 93013).
10. **Description of services to be provided with funds:**

Since 1974, SBRCC has provided comprehensive services to sexual assault survivors and their significant others. These services include a 24-hour hotline, in-person crisis counseling, advocacy, accompaniment and long-term counseling. In addition, SBRCC's Community Education and Rape Prevention Programs provides information and educational materials about sexual violence and SBRCC's services to Carpinteria residents. Rape prevention presentations increases community awareness, empathy and understanding to influence attitudinal and behavioral changes needed to eliminate sexual assault.

11. Describe your procedures for monitoring the services. List the records you keep; give the dates of scheduled reviews:

There is an internal and external oversight of our programs. Internally, we hold weekly case management meetings, weekly program discussion and evaluation meetings, bi-weekly staff meetings, monthly Board of Director meetings, and monthly in-service training sessions with rape crisis advocates. Externally, the California Office of Emergency Services (Cal OES) conducts on-site assessment to ensure SBRCC is in compliance with program, administrative and fiscal standards. In addition, per Cal OES mandates, SBRCC contracts with an independent CPA firm to conduct an annual fiscal audit. This report is submitted to Cal OES six months following the end of the grant period. Furthermore, SBRCC provides quarterly, mid-year, and/or year-end reports to all funding sources. SBRCC tracks all contacts with callers and walk-ins and participants of presentations. Below are some of the internal forms completed by staff members:

- Call report forms (CRF)-Sexual assault survivors, significant others or community members
- Long-term program- Clients undergo a 7 page intake
- Education programs- Surveys, satisfaction forms and community education forms

Data entry and reports are generated on a monthly base to ensure proper documentations of services.

12. Description of your overall agency:

Santa Barbara Rape Crisis Center (SBRCC) is a non-profit organization that helps women and men to survive the trauma of sexual assault and to eliminate this brutal crime from our society. SBRCC believes that sexual assault is destructive to the lives of survivors, their families and friends, and to society as a whole. Staff and trained volunteers create social change by educating the community about the incidence and impact of sexual violence in our community. This current year 13-14 SBRCC staff members were able to collaborate with Boys and Girls Club, Carpinteria High School and St. Joseph Catholic Church to bring awareness and education about sexual violence.

Projections for year JULY 1, 2014 TO JUNE 30, 2015

Objective # 1:

100% of all City of Carpinteria survivors of sexual assault and significant others who call into the 24-hour hotline or walk in to SBRCC will receive information about all services, referrals and education. Of those survivors of sexual assault and/or their significant others who receive crisis intervention services, 65% will seek follow-up services, which include accompaniment, advocacy, and counseling over the telephone or in person.

Objective #2:

100% of SBRCC clients who seek counseling will receive information and education about sexual assault issues on a personal and societal level. Of those survivors of sexual assault and/or their significant others who receive long-term services, 75% will receive more than two counseling sessions (individual, couples, family or participate in group.

Objective #3:

Objective #3:

On an annual basis, 500 members of the community will become informed about sexual assault trauma and the prevalence of sexual violence in our community through rape prevention programs and educational presentations. They will learn where to seek help or information about this issue or other community resources. By June 30, 2014, teen participants will increase their attitudes and behaviors that support prevention of sexual violence by 20%. Teen participants will be given a pre and post test to measure outcomes at the end of all rape prevention presentations.

CITY OF CARPINTERIA
Community Services Support
2014/15 Application

JULY 1, 2014 - JUNE 30, 2015

1. **Agency Name:**
   HopeNet of Carpinteria **Amount:** $ 1,400.00
2. **Program Title:**
   Suicide Prevention
3. **Program Street Address, City, Zip Code:**
   Various places including Main School, Carp Woman's Club
4. **Program Mailing Address, City, Zip Code:**
   5294 El Carro, Carpinteria, Ca 93013
5. **Contact Person, Position:**
   Dr. Amrita M. Salm President
6. **Phone Numbers: TELE: 805/689-9640 FAX:** none
7. **Target Population:** Carpinteria residents who are suffering from depression or suicidal issues and others who have been affected by suicide or interested in suicide prevention and mental wellness.
8. **Days and hours open:** varies depending on events
9. **List the zip codes from which clients are drawn:** 93013
10. **Description of services to be provided with funds:**
    1. Community Outreach including community workshops, posters, connecting people with services, public relations, advertising, development of a local resource guide.
    2. Initiating a support group.
    3. Board members attending seminars/trainings in mental wellness & fundraising.
    4. Involvement of youth in developing awareness of mental health issues.
11. **Describe your procedures for monitoring the services. List the records you keep; give the dates of scheduled reviews:**
    1. Written evaluations on community workshops, data summarized & reviewed for future trainings & events after each event. Posters, suicide prevention cards and resource guide developed & distributed around town.

2. Informal communication and working with community residents, church leaders, youth groups, local organizations, CUSD, Santa Barbara County Alcohol, Mental Health Services and experts in the field. Increased number of people utilizing Santa Barbara County Mental Health Services in Carpinteria and decreased stigma connected with depression.

2. Increased number of people attending newly formed support group sessions.

3. Board members implement new procedures and practices to improve community mental wellness after attending trainings and work more closely with other organizations.

4. Increased numbers of youth attending our events, participating in activities, becoming more aware of mental wellness and suicide prevention.

12. Description of your overall agency:

A group of concerned Carpinteria citizens formed a grassroots organization after the suicide of a local friend in 2012. Sadly in 2013, there were three suicides in Carpinteria and forty-five in Santa Barbara County. We want to reduce or eliminate family tragedies by sensitizing our families, friends, colleagues and neighbors to the signs of emotional problems, which often lead to suicide and provide resources for them to get help.

In short, the vision of HopeNet of Carpinteria is to improve the mental wellness of Carpinteria's residents and lessen the number of attempted and completed suicides through information, support, training and advocacy. We hope to create a stronger safety net!

HopeNet Outreach Activities Since June 2012

1.) HopeNet of Carpinteria held a forum at City Hall with a panel of experts who addressed issues related to suicide prevention. Wallet-sized cards were distributed in Spanish and English with phone numbers of helplines and support organizations and a list of warning signs and how to help the depressed person.

2.) These cards continue to be widely disseminated to local businesses, schools and government agencies. They were originally funded by the County of Santa Barbara and Sunburst Printers.

3.) We have held numerous public workshops including (a) In March, 2013 a workshop entitled "A Community Toolbox: How to Serve the Depressed Person with Understanding." Over 75 people learned the necessary skills for identifying suicide warning signs and providing support strategies and resources for those at risk. Mental health professionals facilitated the workshop with the guidance of The Glendon Association, an internationally recognized suicide prevention agency in Santa Barbara and Dr. Gil Reyes of Fielding Institute, an expert in psychological first aid and crisis response for communities, (b)"The Power of a Compassionate Heart: Supporting & Serving Others with Understanding" with Michelle Villegas, a Licensed Clinical Social Worker (LCSW), (c) "The ABC's of Suicide Prevention: Just in Case" with Dr. Lisa Firestone of The Glendon Association, (d) "Bullying: Working Together Towards Solutions" led by Dr. Albert Muñoz-Flores of Antioch University of Santa Barbara. This presentation was held at Carpinteria's Plaza Playhouse Theater in conjunction with Carpinteria Cares for Youth and the theater, (e) Other less formal presentations include a talk made by one board member who spoke before the woman's group of the Carpinteria Community Church; we also made a presentation to the Carpinteria Morning Rotary Club in October, 2012 and distributed suicide prevention cards and information.

4.) HopeNet board members have met with the Carpinteria Unified School District superintendent and the school board to address what the district has to offer students regarding bullying, suicide prevention and other mental health issues.

5.) The City of Carpinteria allowed HopeNet to place an advertising banner near the city pool that lists suicide prevention information and hotline numbers.

6.) Our website (hopenetofcarp.org) provides resources and information, as well as news about volunteering, meetings and events.

Public Recognition

1.) We have been recognized by Supervisor Carbajal for our pro-active efforts to prevent suicide at his State of the City address in 2013.

2.) As stated by the City of Carpinteria Proclamation of March 11, 2013 every day in Carpinteria is Suicide Prevention Day. We appreciate the support of the City of Carpinteria.

3.) After persistent efforts by members of our board, County ADMHS began mental health services in Carpinteria on May 8, 2014. We feel this is a significant accomplishment since it recognizes the need for these services in Carpinteria. HopeNet's contribution to this successful outcome was highlighted by the Carpinteria City Manager at the May 12, 2014 City Council meeting.

4.) One of the Carpinteria City Council members, a former board member of HopeNet, is now acting in the capacity as our liaison to the City.

Projections for year JULY 1, 2014 TO JUNE 30, 2015

Objective # 1:

By the end of the grant period more Carpinterians will be able to provide information about suicide prevention to their neighbors, family and co-workers and direct them to support services.

Objective #2:

As a result of continued community outreach by HopeNet increased numbers of local residents will routinely access mental health services.

Objective #3:

Increased numbers of Carpinteria's youth will participate in suicide prevention efforts.

HopeNet Budget Request for 2014-2015 – Total Request $1,400

1. **Community Workshop** including venue rental, ads in Coastal View- $700
2. **Community Outreach -** posters, flyers, advertisements, information, distribution of wallet sized suicide prevention cards and a new local resource guide - $500
3. **Incidental Expenses** – postage, website maintenance, office supplies - $200

J. Bradley Stein, Mayor
Gregg Carty, Vice Mayor
Al Clark, Councilmember
Wade Nomura, Councilmember
Fred Shaw, Councilmember

Dave Durflinger, City Manager
John Thornberry
Administrative Services Director

CITY OF CARPINTERIA
DRAFT BUDGET
2014-15

City of Carpinteria

Mission Statement

Government in Carpinteria shall be open, honest and equitable and shall encourage, to the fullest extent possible, public participation in the decision making process.

Government shall make judicious use of the City's limited resources to promote the highest possible quality of life for all of Carpinteria's residents. This includes providing services consistent with community needs as well as protecting the social and physical environment.

Government shall strive to enhance the City's economic base in a manner that is consistent with the needs and preferences of the community. The City budget shall reflect the goals and priorities of the majority of the City residents and shall be managed in a professional and business-like manner.

The diversity of the community shall be recognized, and City government shall serve the interest of all residents, maintaining an atmosphere in which the residents feel the City has their best interests at heart at all times.

The long-range vision and course of action for Carpinteria's future shall continue to be articulated and implemented through an ongoing process of communitywide consensus building.

January 25, 1993

CITY OF CARPINTERIA
FISCAL YEAR 2014-15

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City of Carpinteria

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City Manager's 2014-15 Budget Message

June, 2014

Re: Transmittal Letter, 2014-15 Budget

To the Honorable Mayor, City Council and
THE CARPINTERIA COMMUNITY:

The 2014-15 budget is submitted for your consideration. The City of Carpinteria budget is a multi-purpose document. The budget is a tool both for carrying out the goals and objectives set forth in the City's annual strategic plan, capital improvement plan, and General Plan/Local Coastal Program, and for illustrating how they will be achieved organizationally. The budget also provides a consolidated picture of all City operations and related revenues, expenditures, debt, and year end financial projections. Finally, the budget reflects the annual operating parameters for City Departments and establishes performance measurements that are a part of determining the efficiency and effectiveness of local government services.

The 2014-15 fiscal year budget will be balanced at approximately $ 12.8 million, a decrease of (7.1%) from the 2013-14 fiscal year (the significant decrease related to grant revenue and the associated capital improvement projects). The General Fund portion of the budget is projected at approximately $8.2 million, reflecting growth of approximately 2.8% from the 2013-14 fiscal year.

The 2014-15 budget provides funding for all existing programs, projects and services provided and planned for by the City, including funding for the implementation of the City's Clean Water program (an unfunded mandate of the State of California), continued funding of the City's Emergency Preparedness program, the Economic Vitality program (including promotional activities of the Carpinteria First Committee, HOST program, and seasonal Downtown and Beach maintenance), law enforcement and legal services, and significant investment in Capital Projects and the maintenance of streets, parkways, parks, trails and open spaces.

The 2014-15 budget reflects a slow and continuing improvement in the local economy as the region, state and nation recovers from the negative effects of a national economic recession. The recession was widely recognized as the worst since the Great Depression and local experts believe that the regional recovery will likely continue to be uneven and occur over many years. The budget reflects this slow and uneven recovery with modest revenue growth overall.

The General Fund includes a projection for the third consecutive year of revenue growth following the decline of significant revenue sources during the recession. The 2014-15 budget projects the greatest amount of General Fund revenue and expenditure in the City's history. The total revenue estimates for All Funds reflect significant anticipated grant and other federal and state subventions.

The General Fund budget includes an increase in total expenditures over prior year of $487K, mostly a result of contract services cost increases and subsidies to other funds. A number of cost savings measures implemented several years ago will continue to benefit the budget's bottom line including employee pension cost sharing, limits on vacation time buy outs, the reallocation of employee time to appropriate non-General Fund accounts, reductions in contract law enforcement and various energy and water savings measures.

All fund expenses are projected to exceed revenues by approximately $354,000, due to spending from special and one-time dedicated grant funds for capital projects, and General Fund revenues are projected to slightly exceed expenses with a surplus of just over $35K. The five year projection included in the Introduction to the budget illustrates how these current financial conditions affect City budgeting over time and strongly suggest that both improved revenues and additional expense controls will be required in order to balance the City General Fund budget in the near future.

Budget Highlights

a. Revenue and Expenditures: As stated above, the budget is projected to be balanced at $12.8 million. The overall budget is affected significantly by annual capital improvement and street maintenance project spending and various grant revenues that support such projects. In particular, the 2014-15 budget accounts for approximately $3.4 million in capital projects. Such capital expenditures are paid for through a variety of funds including grants, Development Impact Fees, State Transportation Improvement Program (STIP) and Measure A (the County ½ cent sales tax for transportation) funds. These funds have reserves adequate to permit annual spending to exceed revenue into the near future; however, a City study has determined that the amount of reserves and annual revenues in the City funds dedicated to street and right-of-way maintenance are not be adequate to meet maintenance needs in the long-term.

The City's General Fund property tax revenue (projected at $2.9 million and representing 35% of total revenues) remains the City's largest revenue producer. However, after 15 years of significant growth, property tax revenue declined in 2010-11, and has grown only modestly in the past three years. Modest growth is expected to continue in the 2014-15 fiscal year and into the near future.

The City's sales tax revenue, $2.1 million, reflects a modest projected increase over the prior year estimate but is relatively flat looking at a three year period that includes the 2014-15 projection. Strong gasoline prices and modest recovery in the business & industry sector are supporting these projections. Transient occupancy tax revenue, $1.9 million, also reflects an improvement due to a voter approved increase in the tax rate and modest improvement in local tourism and business travel.

As a service oriented agency, most of the City's spending is for personnel. The City's largest program expense is for Law Enforcement services where contract costs are projected at approximately $3.3 million. Including the law enforcement contract, approximately 51% of the City's operating costs are for personnel.

Aside from the law enforcement contract, health insurance and pension costs, as components of total personnel costs, have experienced the greatest growth in recent years and are projected to increase again this year. Total budgeted compensation costs at $4.0 million reflect a slight increase over the prior year.

b. Projects and Programs: This budget will allow for the continuation of all existing City projects, programs and services. The menu of services provided by the City supports the City's mission statement, values and strategic initiatives that are aimed at maintaining and improving Carpinteria's small beach town attributes. Below is a description of significant projects, programs and services funded through this budget.

- **City Hall Campus Landscape and Building Improvements** -- a City Hall Improvement and Landscape plan has been prepared that improves accessibility, employee security, incorporates tactics to improve storm water runoff characteristics, increases parking and functionality of the campus as well as public meeting room capacity. The plan also anticipates the future Sheriff Substation and regional Emergency Operations Center. The project is anticipated to be phased in over time with phase one being pursed in fiscal year 2014-15. Phase one includes relocated accessible parking, a new accessible pathway to the building lobby and some new building improvements and landscaping on the building's west side. General Facilities Development Impact Fees (DIF's) are proposed to be used to fund this project.

- **The Carpinteria Rincon Trail --** This project is a partnership project with Santa Barbara County. It includes a 5,000 foot long trail that connects the eastern end of Carpinteria Avenue with the Ventura County line. The route takes advantage of public owned land over terrain with breathtaking views of the Pacific Ocean. The Project's environmental (CEQA) review is expected to be complete by December 2014. The preparation of complete plans, specifications and engineering should be complete by June 2015. Construction could begin shortly thereafter if construction funding can be secured.

- **Athletic Field Maintenance** -- The City of Carpinteria maintains two athletic field complexes; one at El Carro Park and the other at Viola Fields. In order to counteract the long term impacts of soil compaction and wear and tear on the turf at these locations, the Parks Department imports organic soil amendment and spreads it over the fields. This will help maintain the level playing surface, reduce the need for irrigation, improve aesthetics, reduce the need for chemical fertilizers and pesticides and improve overall turf vigor.

- **Capital Projects** -- Public Works will be working on approximately 10 Capital Improvement Projects with an estimated budget of $3.5 million which includes repaving Carpinteria Avenue through the Downtown and the Carpinteria Avenue Bridge Replacement Project.

- **Zoning Ordinance** – A consultant has been hired to complete the draft ordinance. The document will be circulated for public review and agency approval later in the year.

- **Assessment District and Development Impact Fee Studies** – The budget includes funding for consultant service associated with the update of these studies integral to the continuation of these key revenue programs.

2013-14 Accomplishments

Listed below are examples of significant accomplishments achieved in the 2013-14 fiscal year. A comprehensive list of Recurring Performance Measures and related accomplishments is a part of Section G of this budget document.

- **Housing Element** - The Housing Element Annual Report was submitted to the State in March 2014 and the General Plan Annual Progress Report was submitted in April 2014. Both documents were posted on the City's website.

- **Affordable Housing** - Construction of Peoples' Self-Help Housing's Dahlia Court Phase II which included 33 low and very-low income apartments was completed in fall 2013, using the City's HOME and CDBG funds. Additional City funding was provided to Peoples' in support of the Casas de las Flores Apartments which includes 43 low and very-low income units. Construction began on that project in March 2014. Together, these projects provide 60% of the City's RHNA for low and very-low income units.

- **Capital Projects** - The Department of Public Works completed four significant Capital Improvement projects including the Carpinteria Avenue/7th Street Intersection Improvements and Emergency Traffic Signal Repairs, Calle Ocho/Concha Loma Drive Intersection Improvements, and the Santa Ynez guardrail Replacement Project.

- **Seaside Building -** Obtained permits, placed project out to bid and initiated construction related to the City's Seaside Building.

- **Community Garden Grant Acquisition** - An EEMP Grant application was filed for the Community Garden project to mitigate the loss of agricultural land due to the Casitas Pass overpass expansion. The grant has been awarded.

- **Public Works Staffing** - The Department of Public Works established and filled Civil Engineer and Engineering Technician positions in order to provide improved service and cost savings to the City.

- **Finance Awards** -- The City received the California Society of Municipal Finance Officers Operating Budget Excellence Award for the City's fiscal year 2012-2013 budget. Also received the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting.

- **Investment Returns** -- Achieved an overall rate of return on the City's cash investments that was more than five times the Local Agency Investment Fund (LAIF).

City Manager's 2014-15 Budget Message

This budget sets forth the plan for delivering high quality local government services to the Carpinteria community over the next year as well as how the efficiency and effectiveness of that service delivery will be judged. It also reflects the long term financial planning of the City Council as established through its policies and regulations.

Each year the preparation of the City budget is a team effort that includes the entire staff at City Hall. I want to acknowledge and thank everyone (department heads, supervisors, and support staff) for their dedication and assistance in preparing all of the goal descriptions, performance measures, and most importantly their careful, prudent financial planning as evidenced in this document. I also appreciate their dedication in providing helpful and efficient public service to the community. I would like to give special thanks to John Thornberry and Kevin Silk. Without their work, this budget document would not be possible.

Dave Durflinger
City Manager

Introduction 2014-15 Budget

Community and Organizational Profile

The City of Carpinteria is a California general law city providing local government services to a population of 13,442[1]. The City's menu of services includes municipal administration, law enforcement, solid waste disposal and recycling, planning and building, business licensing, code compliance and animal control, public works and street maintenance and parks and recreation.

Services are provided through a variety of methods including: direct service by City employees, contracts with other public agencies and with private providers (e.g., the City contracts with Santa Barbara County Sheriff's Department for law enforcement services), agreements with franchise operators and with non-profits, and by volunteers. Sanitary sewer, water and fire protection services are provided in the City and the greater unincorporated Carpinteria Valley by independent special districts.

The City's organizational structure is typical for a small, general law city in California. Departments are organized by service under various divisions and managed by Department Heads that report to the City Manager. The City currently employs 32 full time employees and 65 part time and seasonal part time employees. Organizational charts that graphically illustrate the staffing of the City follow this Introduction and a detail description of staffing is a part of the Staff Recruitment, Retention & Development Program of this budget document.

The City's level of service is influenced by a number of dynamic factors such as its location on the South Coast of Santa Barbara County, community values, demographics, responsibilities under various state and federal laws, available revenues and the costs for providing services. The City seeks to ensure a level of service that serves, over time, to enhance community equity and quality of life. In general, the type and quality of services provided by the City have incrementally increased since its incorporation in 1965.

Examples of service categories where levels of service have increased in the 49 years since incorporation include parks and recreation services, street and landscaping maintenance services, and land use planning services. More specifically, since incorporation the City has added significant amounts of new park space including the expansion of El

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[1] City/County Population Estimates, State Department of Finance, Demographic Research Unit, January 1, 2014

Carro Park, the Salt Marsh Park, Viola fields and the Bluffs Nature Park, and Carpinteria Creek Park. The City also now maintains and operates a greater number and variety of recreational facilities and programs. The City maintains and operates a community pool, athletic fields, playground equipment, public parking, beach and boathouse improvements, and a network of hiking and biking trails. The City runs many recreational programs and events including swimming programs, summer camps and an annual triathlon.

The amount of public street and right-of-way improvements requiring ongoing maintenance has also grown. Downtown street improvements, the addition of new streets, and various storm water runoff and street landscape improvements have increased the quantity and quality of street and public landscaping in the City. Also, as the City's streets and sidewalks age they are requiring more maintenance at greater expense.

The regulatory environment in coastal California has changed significantly since 1965 with the establishment and refinement of the California Environmental Quality Act and the California Coastal Act. These and other regulations affect the quality and quantity of land use and development review services provided by the City. Finally, as land values in the City have increased exponentially over the past two decades, so have expectations that City zoning, development review and code enforcement services function adequately to protect the physical improvements and environmental resources that contribute to making Carpinteria a desirable and valuable place.

The Program/Performance Based Budget

The City operates under a one year Program/Performance Based Budget. This format provides the public and City Council with detailed financial and performance information on a program-by-program basis.

The Basics of a Program/Performance Based Budget

A Program/Performance Based Budget is structured according to a number of broad categories of services delivered by the City. These categories emphasize the relationships among what is spent, the purpose of the expenditure and the anticipated results. A performance budget also focuses on the activities or operations that are performed, the cost and the efficiency or effectiveness with which expenditures are managed. A performance budget also more effectively answers the question: "What are the people of Carpinteria getting for their money?"

In reporting to the people of Carpinteria on how the City government is using their taxes and other resources, this Budget provides performance goals, objectives and measurements as a part of each Program description. Program descriptions include details about cost and personnel allocation (inputs), as well as efficiency and productivity measures (outputs) necessary to provide a quantifiable understanding of the "yield" of an activity or program as a result of the input. In an effort to demonstrate the results of the input, or public investment in the program, output measures are used to describe the anticipated completed actions (e.g., number of miles paved, number of complaints addressed in a specified time) for which the resources were allocated.

The Budget Process

The City's budget process begins each year with a strategic planning workshop where the City Council and City staff members create the Annual Work Program. The Annual Work Program establishes the service level needs and expectations that the budget addresses. The process is more formally set in motion in April when year-end projections for the current budget year are reviewed with the City Council and department heads use this information, in part, to educate their respective budget requests.

Once the Department budget requests are prepared, the City Manager and Administrative Services Director meet with Department Heads and key staff to review each budget along with budget goals and objectives established by the City Council Budget Committee. As a result of these discussions, a preliminary budget is prepared for the upcoming fiscal year for review by the Budget Committee.

The City Manager then presents the preliminary budget to the City Council at a regular Council meeting, typically the second week in June. This meeting provides an opportunity both for the City Council to direct staff and for the public to provide comment. After deliberation, the City Council directs staff concerning any modifications to the draft budget. Although the budget can be approved at this point, it has been the practice of the Council to review the budget a second time at the following Council meeting in June, in particular, where changes have been made.

The City's annual budget is approved by resolution. If the budget is not approved prior to the end of the fiscal year, the preliminary budget, except for capital outlays, becomes the City's interim budget until the new budget is approved.

Introduction 2014-15 Budget

During the year, the budget may be amended by the City Council as is necessary. Quarterly Budget reviews are conducted by the City Council Finance/Budget Committee in October, January and May at which time adjustments to revenue estimates and appropriations may be made. In December of each year the Comprehensive Annual Financial Report (CAFR), an independent audit conducted according to generally accepted accounting principles and law, is presented to the City Council at a public meeting. The results of the CAFR allow for adjustments to the prior fiscal year-end results to be considered at the January midyear Budget review.

The Budget is approved for all governmental and proprietary funds on a basis consistent with generally accepted accounting principles.

The City's budget process involves the hard work of City staff, City Council members, and community residents that participate in the public process. Over the years, with the care, dedication, and insight of these individuals the City has been able to produce fiscally responsible budgets, build and maintain adequate reserves, and provide quality programs and services that meet the needs and expectations of the Carpinteria community.

Budget Policies

The budgeting process is successful only if fiscal planning occurs within a comprehensive framework of fiscal policies. The following policies direct a long-term strategic approach to municipal management.

User Fee and Cost Recovery

Carpinteria Municipal Code Chapter 3.34 establishes the City's provisions for recovering cost through fees and service charges. The City completed a Service Cost Update report in 2011, which determines the rate at which fees and charges are made in order to ensure compliance with the fee and service charge revenue/cost recovery provisions of Carpinteria Municipal Code Chapter 3.34. The update resulted in the City's adoption of a comprehensively revised fee schedule in March 2011 (Resolution No. 5290).

Investment Policy and Investments.

The City is authorized by its most recent investment policy to invest in the following:

State Local Agency Investment Fund

Treasury Notes
Interest-bearing, FDIC-insured checking accounts

The City's investment policy specifically prohibits investments in inverse floaters, range notes, interest-only strips derived from mortgage pools, or any investment resulting in a zero interest accrual if held to maturity. Investments in the debt service fund are invested in other investments authorized by State law and specified in the trust agreement.

The City's investments are categorized to give an indication of the level of risk assumed by the City:

Category 1 investments include those that are insured or registered or for which the securities are held by the City or its agent in the City's name.

Category 2 investments include uninsured and unregistered investments for which the securities are held by the counter party with securities held by the counter party's trust department or agent but not in the City's name.

Revenue Neutral Recreation Programs

In conjunction with the City's fee-for-service philosophy, the Council has directed staff to institute all new recreational programs and services as revenue-neutral. Fees charged must cover the total cost of the activity. Some existing recreational programs, for example those associated with the municipal pool, are not revenue-neutral and receive a General Fund subsidy.

Introduction 2014-15 Budget

General Fund Subsidies

It has been City policy to provide General Fund subsidies to several services and programs that could not otherwise be provided. The following table illustrates the projected subsidy required for specified Funds. In recent years the subsidies have grown significantly for the Park Maintenance, Right of Way Assessment and Recreation Services Funds as the respective Fund balances are depleted and expenses continue to outpace revenues.

Fund	**Subsidy**
Park Development Fund	32,149
Park Maintenance Fund	107,088
Right of Way Assessment Fund	43,959
Recreation Services Fund	99,424
Total Subsidies	$282,620

Intergovernmental Grants and Collaborative Financing

The City of Carpinteria, wherever and whenever possible, will seek out state, federal and other grant opportunities to help defray costs for all municipal services.

Cash and Reserves

There are reserves and cash balances that are accounted for through the City's Comprehensive Annual Financial Report (CAFR), which are not addressed through the annual budget process. Specifically, in addition to the Available Fund Balance (also referred to as the unassigned fund balance) year-end estimate of $1,354,604, the following reserve balances are estimated for 2013-14. This reflects an increase of $353,799 (transferred from the Available Fund Balance), as required by the City's Reserve Policy in order to maintain total reserves at 55% of prior year General Fund expenditures.

Non-spendable Reserve:	$ 205,646
Cable Television Access Reserve:	$ 324,734
Financial and Economic Uncertainty Reserve:	$4,006,054
General Reserve:	$1,065,548
Major Asset Replacement & Repair Reserve:	$1,019,562
Total:	$6,621,544

The City's budget is prepared on a modified accrual rather than cash basis so there is typically a difference between cash balances and fund balances.

Constitutional Gann Spending Limits

Article XIII (B) of the California Constitution provides that the City's annual appropriations be subject to certain limitations. This appropriations limit is often referred to as the Gann Limitation. The City's limitation and the limitation for the Carpinteria Street Lighting District are calculated each year and are established by resolutions of the City Council.

The Gann spending limitation is calculated by taking the prior year's limitation ($16,046,919), and adjusting it by the growth factor in the California Per Capita Personal Income times the greater of the change in the population within the City of Carpinteria or the change in the population of Santa Barbara County. The City is in no danger of exceeding the limit since the subject appropriations in the Adopted Budget are $7,913,630 less than the limit. The City remains in compliance with Article XIII of the California Constitution in the coming year. See Exhibit A of Resolution 5539 in the Reference Material section of the budget for more details and a five year history of the limit.

Proposition 218

Since 1996, the California Constitution, as established by Proposition 218, known as the "Right to Vote on Taxes Act", contains a number of interrelated provisions affecting the ability of the City to levy and collect both existing and future taxes, assessments, fees and charges. Proposition 218 requires that all new local taxes be submitted to the electorate before they become effective. Taxes for general governmental purposes of the City require a two-thirds affirmative vote. The voter approval requirements of Proposition 218 limit the ability of the City to raise revenues for the General Fund, and no assurance can be given that the City will be able to impose, extend or increase such taxes in the future to meet increased expenditure needs. The City currently imposes a Park Maintenance Tax, which was approved by voters on November 2, 1997. The Right-of-Way Assessment District No. 3 would also require a Proposition 218 vote in order to be increased.

Introduction 2014-15 Budget

Five Year Operating Budget Projection

Based on an understanding of current revenue and expenditures and the conditions that may influence revenue and expenditures in the future, the City has prepared a five year projection concerning future operating budgets. This projection is intended to be used as a general indicator and is based on assumptions that are reevaluated throughout the fiscal year. As such, it is intended to provide the basis for further inquiry into the City's fiscal health rather than a conclusion.

The 2014-15 budget includes General Fund expenses, net transfers and subsidies resulting in a surplus of $35,290; however, in future years expenses are projected to grow faster than revenues unless changes occur. The five year projection assumes action by the City as necessary to affect level of service, i.e., expenses, and/or revenues that would allow expenditures and revenues to balance over the five year horizon.

The following sections discuss five-year projections made for both revenues and expenditures in order to balance the General Fund budget. The assumptions are not recommendations but, rather, are intended to be used as a part of the process to evaluate decision-making in future years.

Revenue Projection Assumptions

Property Tax: The annual projection of approximately $2.9 million reflects an estimated 1.3% increase in property tax revenue over 2013-14. The average annual increase in property value over the prior five years has been 2.1% (see the Table below). It is expected that property values will continue moderate growth over the next several years. For the purposes of this projection, an average annual rate of increase in property value thought to be sustainable over the 5 year projection period is 2.0%.

Assessed and Estimated Property Values

Year	Secured	Unsecured	Total	Change
2009-10	1,624,592,897	96,402,743	1,720,995,640	2.0%
2010-11	1,611,435,112	98,273,571	1,709,708,683	-0.7%
2011-12	1,648,224,902	102,081,036	1,750,305,938	2.4%
2012-13	1,649,207,464	106,715,505	1,755,922,969	0.3%
2013-14	1,726,261,900	112,576,204	1,838,838,104	4.7%

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Sales Tax: The sales tax projection of approximately $2.1 million this year is up about $192K from the prior year estimate and is based on information from the City's sales tax consultant, HdL. In addition to information received from our sales tax consultant, staff monitors local development trends that might result in new or improved sales tax generation over the next five years. There are no significant new sales tax producers expected to come on line in the next year.

The City's retail sector has proven less volatile than many municipal sales tax bases due to consistent visitorship and the stability of sales in day-to-day items such as taxable groceries and gasoline. The City's business park and industrial space also has historically been an important component of the City's overall sales tax, helping produce business-to-business sales and use tax. The annual growth in sales tax revenue estimated for the purposes of this projection is 1.5%.

Transient Occupancy Tax (TOT or hotel bed tax): The budget estimate of $1.99 million in bed tax revenue reflects a 3.0% increase over the 2013-14 fiscal year estimate and the third year of recovery from a recession low in 2010. The hotel bed tax estimate reflects a voter approved rate increase that went into effect in January 1, 2013, an improvement in the hospitality industry climate and information from local hoteliers that indicates higher average daily room rates (ADR) and occupancy in the coming year. In particular, it is expected that business travel will improve, which has been a strength in local hotel occupancy in the past. Over the longer term, the annual growth rate is projected to be 3%, reflecting already high occupancy rates and a modest increase in the ADR. Should additional product come on line during the five year estimate period, revenues would exceed this estimate; possibly significantly. There are several potential hotel developments currently being discussed but unlikely that any would be producing TOT revenue during the projection period.

Franchise Taxes: These revenues, estimated at approximately $556K, are generated through agreements with various private entities that use public rights-of-way, e.g., trash, cable and utilities. The budget is projecting these revenues to increase only slightly based on expected increased rates for cable television and trash hauling. Growth of 2.3%, has been included in the 5 year projection. This reflects the most recent four year average.

Introduction 2014-15 Budget

Interest Income: The $102K interest income estimate reflects both an expectation that interest rates will remain low and less cash available as the City continues to use reserves. The current 2014 year-end is projected at $113,950 and the prior 2013 year actual was $23,348 including a ($107,957) mark to market write down of Treasury Note holdings, both significantly below the projections in those budget years as interest rates plummeted and remain at record lows. For the five year projection it is estimated that interest income has reached it low in 2013-14, and will now rebound with modest growth over the remainder of the 5 Year projection. These future projections reflect estimated average yields from the City's two major investment categories, the Local Agency Investment Fund (LAIF) and Treasury Notes.

Fees and Charges: This includes License and Permit fees and Charge for Services. Current year fees and charges are estimated at $301,270, a decrease of 11% from prior year. This budget estimate is lower than the current year, which included permitting for several large projects. Overall, development activity is expected to remain strong. An annual growth rate of 2% for remaining years in the projection has been included in the projection.

General Fund Subsidies to other Funds

In a Table presented above in this section, projected General Fund subsidies to other Funds are illustrated. Total annual subsidies have grown to approximately $200K. This is primarily due to the Fund balance being depleted in the Right-of-Way Maintenance Fund, and the revenue sources associated with this Fund and the Park Maintenance and Recreation Services Funds being insufficient to cover costs. For example, the Park Maintenance Fund receives revenue from a parcel tax that does not increase with inflation and has not been changed since its establishment in 1997. As such, expenses associated with Park Maintenance activities now exceed revenues and the General Fund is used to make up the difference. For the purposes of the five year projection it is assumed that it will be necessary for the subsidy growth to stop, by reducing expenses and/or by developing other revenue sources.

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Expenditure Projection Assumptions

Staffing Level: The budget anticipates full staffing with no unfilled positions. The total number of full time employees (FTE's) is 31. Over the next five years it is not expected that new employees will be added

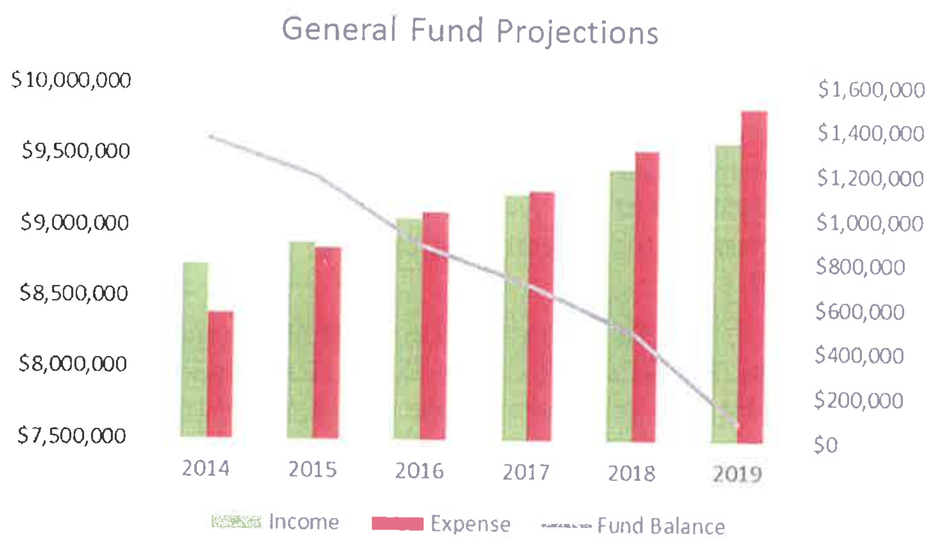
Salaries: A 3.5% increase in total wages over current year is projected in the budget; most of the disparity due to anticipated new positions in the current year having not been filled until late in the fiscal year. The General Fund is reimbursed via Transfers In for the cost of these positions so they do not affect the five year projection. In the five year projection, a 1.5% annual adjustment was used to reflect anticipated salary increases.

Benefits: The major benefit costs are for employee health insurance and retirement plans. The California Public Employee Retirement System (PERS) Health Insurance rate is projected to increase by approximately 12% for the second half of the fiscal year. Because rates are set for the calendar year rather than fiscal year this number may be adjusted at midyear (January) based on the rate information received by the City later in the year.

City pension costs have historically included the City paying both the Employee and Employer obligations at rates specified by Calpers. Beginning in 2011-12 employees began paying a portion of the Employee/Member obligation. Total pension costs of $501K are 20% of regular full time wages for the budget year. For the projection period, it is expected that significant increases in both pension and health insurance rates will be experienced and therefore a 10% annual increase was applied.

Law Enforcement: Driven by many of the same factors that impact City employee costs, i.e., labor agreements, health insurance and pension costs, the contract costs for law enforcement services continues to climb; though modestly of late. In order to control this expense beginning in the 2010-11 fiscal year (and adjusted in the 2011-12 year) the City reduced the number of full time equivalent employees under the contract for services. The projected increase in the law enforcement services contract cost for the 2014-15 fiscal year will be approximately $18K. The average annual increase over the prior five year period was 1.7% on approximate expenses of just over $3 million. For the 5 year projection a 3% annual increase in contract costs was used.

The chart below shows pro-forma results of using the above assumptions on sources and uses of funds and the resulting available fund balance. Over the five-year period the cumulative loss in fund balance is in excess of $1.2 million.



Sampling of External Factors Influencing Projections

Commercial Real Estate Market [1]

As mentioned in the Radius Insight 2013 Year End Report, the Carpinteria office sector remained slow through the fourth quarter. There was, however, a significant lease that occurred on Bluffs II at 6309 Carpinteria Avenue (12,800 sf) and another in Q1 2014 at 6305 Carpinteria Avenue (20,000 sf); both of the spaces were leased by Procore which provides cloud based construction management software. In the office sector, as of Q1 2014, the overall vacancy rate in Carpinteria was 11.4% a drop from 16% in Q4 of 2013. In comparison, Q1 2014 vacancy in Santa Barbara was at 4.3% and Goleta at 10.3%.

In the retail sector, while a few high profile vacancies still exist, there have been several new businesses added to the community including Healthy Life, Little Caesar's Pizza, and Gold Coast Fabrics in the Casitas Plaza Shopping Center--which is now 100% leased--and Beach Bowl, Bon Fortune and Rincon Brewery in the downtown.

In the industrial sector vacancy rates are extremely low at 1.8%. There was a fairly recent lease in this sector of 26, 300 sf at 5201 Sixth Street.

Vacancy rates for office and Industrial space (as of Q1 2014) were as follows [1]**:**

Office	**11.4%**	**Industrial**	**1.8%**

Top 5 Largest Commercial Real Estate Properties for lease [1] [2]

Address	Size +/- (sf)
6380 Via Real (Lagunitas)	84,500
5464 Carpinteria Avenue	26,111
700 Linden Avenue	14,725
6307 Carpinteria Avenue	9,904
1005 Mark Avenue	9,250

Top 5 Largest Commercial Real Estate Transactions (2013 / Q1 2014) [1]

Address	Size +/- (sf)	New Tenant
5201 Sixth Street	26,300	
6305 Carpinteria Avenue	20,000	Procore
6309 Carpinteria Avenue	12,800	Procore
6398 Cindy Lane	19,100	Lynda.com
1125, 1135 Mark Avenue	11,900	Giati, Inc

Misc. projects / activity includes:

- **Casas de las Flores** -- A ground breaking ceremony was held for Casas de las Flores, a 43 unit housing development that provides low income housing opportunities for the community. The project includes a youth learning center, computer center, offices, a community building, a playground, laundry facilities, greenbelt, a garden, and walking paths.

  The completed Dahlia Court expansion and Lagunitas projects added an additional 44 affordable units to the community

- **Potential Hotel Projects** -- Three hotel project sites are being discussed; two on Bluffs III and one north of the freeway on Via Real

- **City's Building Division** issued 163 Building Permits during 2013

[1] Data sources: Radius Insight, 2013 Year End Report and Q1 2014 Report
[2] Data source: City of Carpinteria Available Space and Inventory data

All Funds Overview

The City's budget is organized by program and by fund. This section of the budget summarizes all eighteen City funds including the General Fund, Measure A Fund, and Gas Tax Fund, to name a few. With the exception of the General Fund, all other Funds are dedicated to specific purposes. Federal, state or local laws or the conditions of a grant source restrict the use of money in these Funds. For example, Measure A Fund revenues generated by a county-wide half cent sales tax, i.e. local law, are restricted for use in improving and maintaining roads and road rights-of-way and public transit projects, programs and services.

All Funds Revenues

Total projected fiscal year 2014-15 revenues of $12,814,069 are about 7%, less than projected current year revenues. Excluding the General Fund, All Funds revenues are less than projected current year revenue by about 20% or $1.2M. The most significant change in fund revenues outside the General Fund is $1.2M in grant revenues associated with capital projects.

The City's budget consists of 18 funds. Although the City Budget is balanced every year, individual fund balances may vary depending upon the amount in reserve in the Fund, annual revenue, and planned expenditures. The list below shows the status of each Fund for the 2014-15 year.

Balanced Funds

- Traffic Safety Fund
- Revolving Fund
- Trust & Agency Fund
- Capital Improvement Fund

Funds with annual operating excesses

General Fund (before subsidies)	$35,290
Local Transportation Fund	208
PBIA Fund	1,165

Funds with annual operating deficits

Replacement Fund	($7,456)
Gas Tax Fund	(34,293)
Measure A Fund	(842,606)
Tidelands Trust Fund	(62,902)

All Funds Overview

Street Lighting Fund	(64,814)
AB939 Fund	(15,852)
Measure D Fund	(561,046)

As it relates to the above funds it is important to note that while the funds show an operating deficit for the year all of the funds have a positive or zero ending fund balance and do not require a General Fund Subsidy.

Funds Requiring a General Fund Subsidy

Park Development Fund	($32,149)
Park Maintenance Fund	(107,088)
ROW Assessment Fund	(43,959)
Recreation Services Fund	(99,424)

Appropriations

Total 2014-15 budgeted appropriations for all municipal funds (General Fund operating funds and restricted funds such as Measure A, Tidelands Trust, etc.) are $14,345,775, an increase of about ($354K) or (2.5%) from estimated 2013-14 year end expenditure projections. Total expenditures are influenced heavily by the size and number of Capital and major maintenance projects the City undertakes during the fiscal year and such projects are primarily funded through grants and other dedicated funding sources. Some of the more significant non-General Fund program appropriations include:

- Street Maintenance. $2,403,148

  Watershed Management. $588,529

- Right of Way Maintenance. $1,361,872

  Transportation, Parking and Lighting. $604,068

All Funds Overview

City of Carpinteria
Proposed 2014 15 Budget
All Funds Summary

Fiscal Year Ending June 30, 2013

		Available Fund Balance 12 Jun										Fund Balance 13 Jun
FUND	NAME	BEGIN	Revenue	1%	TRANSFER IN	Expenditures	2%	TRANSFER OUT	Subsidies	Opelatonal Excess / (Deficit)	Reserve Changes	EFB
	TOTAL	$5,347,248	$10,151,982	100.00%	$879,210	$10,567,158	100%	$879,210		($415,175)	$116,110	$5,048,183
10	GENERAL FUND	1,527,328	7,419,796	1	406,424	7,480,019	1	129,227	(497,955)	(280,982)	116,110	1,362,456
11	TRAFFIC SAFETY FUND	12,476	20,681	0		31,458	0			(10,777)		1,699
20	REVOLVING FUND		106,813	0	95,000	201,813	0					
21	REPLACEMENT FUND	17,646	5,116	0		16,485	0			(11,369)		6,277
22	PARK DEVELOPMENT FUND		23	0		35,149	0		35,126	0		0
23	PARK MAINTENANCE FUND		174,194	0	25,908	299,302	0	87,736	186,936	0		0
25	GAS TAX FUND	188,546	344,327	0	162,650	490,691	0	121,377		(105,091)		83,455
26	LOCAL TRANSPORTATION FUND	117,476	8,856	0		500	0	95,357		(87,001)		30,475
27	MEASURE A FUND	1,072,986	656,046	0	40,084	682,922	0	63,205		(49,996)		1,022,990
28	TIDELANDS TRUST FUND	150,982	419,424	0		213,488	0	128,684		77,252		228,234
29	STREET LIGHTING FUND	854,667	287,402	0		116,375	0	65,795		105,232		959,899
31	TRUST & AGENCY FUND		16,364	0		16,364	0					
33	R-O-W ASSESSMENT DISTRICT FUND		203,204	0	99,154	378,331	0	61,844	137,817	0		0
38	PBIA FUND	20,301	25,248	0		28,871	0			(3,623)		16,678
39	AB 939 FUND	258,875	120,919	0		41,701	0	72,856		6,362		265,237
41	MEASURE D FUND	1,122,286	4,169	0		55,673	0			(51,504)		1,070,782
42	CAPITAL IMPROVEMENT FUND		3,540	0		3,540	0					
48	RECREATION SERVICES FUND	3,679	335,859	0	49,990	474,474	0	53,129	138,076	(3,679)		0

Fiscal Year Ending June 30, 2014

		Available Fund Balance 13 Jun		Transfers In			Transfers Out					Fund Balance 14 Jun
FUND	NAME	BEGIN	Revenue	1%	TRANSFER IN	Expenditures	2%	TRANSFER OUT	Subsidies	Opelatonal Excess / (Deficit)	Reserve Changes	EFB
	TOTAL	$5,048,183	$13,769,898	100.00%	$1,157,327	$13,991,244	100%	$1,157,327	$0	($221,346)	($353,799)	$4,473,038
11	TRAFFIC SAFETY FUND	1,699	20,598	0.10%		22,297	0.20%			-1,699		0
20	REVOLVING FUND		1,920,248	13.90%		1,803,100	12.90%	117,148				
21	REPLACEMENT FUND	6,277	1,179	0.00%						1,179		7,456
22	PARK DEVELOPMENT FUND	0	3,013	0.00%		35,149	0.30%		32,136	0		
23	PARK MAINTENANCE FUND	0	221,651	1.60%	26,926	338,833	2.40%	74,684	164,940	0		
25	GAS TAX FUND	83,455	418,014	3.00%	172,135	477,647	3.40%	154,735		42,233		41,223
26	LOCAL TRANSPORTATION FUND	30,475	11,689	0.10%		10,000	0.10%	544		1,145		31,620
27	MEASURE A FUND	1,022,990	731,280	5.30%	40,084	619,801	4.40%	148,734		2,829		1,025,819
28	TIDELANDS TRUST FUND	228,234	374,383	2.70%		205,233	1.50%	136,088		33,062		261,296
29	STREET LIGHTING FUND	959,899	283,145	2.10%		243,648	1.70%	128,426		88,929		870,970
31	TRUST & AGENCY FUND		1,006,858	7.30%		967,792	6.90%	39,066				
33	R-O-W ASSESSMENT DISTRICT FUND	0	223,309	1.60%	116,170	400,970	2.90%	60,644	122,135			0
38	PBIA FUND	16,678	30,138	0.20%	16,744	29,949	0.20%			16,933		33,611
39	AB 939 FUND	265,237	178,627	1.30%		62,500	0.40%	97,078		19,049		284,286
41	MEASURE D FUND	1,070,782	11,371	0.10%		520,000	3.70%			508,629		562,153
42	CAPITAL IMPROVEMENT FUND		15,906	0.10%		15,906	0.10%					
48	RECREATION SERVICES FUND	0	322,550	2.30%	49,990	421,704	3.00%	52,312	101,475	0		0

Fiscal Year Ending June 30, 2015

		Available Fund Balance 14 Jun		Transfers In			Transfers Out					Fund Balance 15 Jun
FUND	NAME	BEGIN	Revenue	1%	TRANSFER IN	Expenditures	2%	TRANSFER OUT	Subsidies	Opelatonal Excess / (Deficit)	Reserve Changes	EFB
	TOTAL	$4,473,038	$12,793,469	100.00%	$1,236,605	$14,345,775	100%	$1,236,605	$0	($1,552,306)	($202,554)	$2,718,179
11	TRAFFIC SAFETY FUND	0	21,100	0.20%		21,100	0.10%					0
20	REVOLVING FUND		1,525,826	11.90%		1,444,827	10.10%	80,999				
21	REPLACEMENT FUND	7,456	1,000	0.00%		8,456	0.10%		0	-7,456		
22	PARK DEVELOPMENT FUND		3,000	0.00%		35,149	0.20%		32,149			
23	PARK MAINTENANCE FUND		244,665	1.90%	59,615	338,412	2.40%	72,956	107,088			
25	GAS TAX FUND	41,223	349,481	2.70%	215,625	472,385	3.30%	127,014		-34,293		6,930
26	LOCAL TRANSPORTATION FUND	31,620	10,771	0.10%		10,000	0.10%	563		208		31,828
27	MEASURE A FUND	1,025,819	729,039	5.70%	103,368	1,530,675	10.70%	144,338		-842,606		183,213
28	TIDELANDS TRUST FUND	261,296	273,491	2.10%		170,439	1.20%	165,954		-62,902		198,394
29	STREET LIGHTING FUND	870,970	287,801	2.20%		241,000	1.70%	111,615		-64,814		806,156
31	TRUST & AGENCY FUND		228,501	1.80%		215,000	1.50%	13,501				
33	R-O-W ASSESSMENT DISTRICT FUND	0	193,900	1.50%	134,857	307,656	2.10%	65,060	43,959			0
38	PBIA FUND	33,611	29,140	0.20%		27,975	0.20%			1,165		34,776
39	AB 939 FUND	284,286	183,125	1.40%		56,000	0.40%	142,977		15,852		268,434
41	MEASURE D FUND	562,153	8,954	0.10%		570,000	4.00%			-561,046		1,107
42	CAPITAL IMPROVEMENT FUND		37,720	0.30%		37,720	0.30%					
48	RECREATION SERVICES FUND	0	447,950	3.50%	60,000	555,568	3.90%	51,806	99,424			0

All Funds Overview

CITY OF CARPINTERIA
Proposed 2014-15 Budget
ALL FUNDS

	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
Taxes										
Property Taxes	$2,854,000	26.90%	$2,893,892	27.10%	$3,152,690	31.10%	$3,139,552	22.80%	$3,181,926	24.90%
Sales Taxes	1,610,861	15.20%	1,860,725	17.40%	1,739,414	17.10%	1,901,000	13.80%	2,093,000	16.40%
Franchise Taxes	594,460	5.60%	563,958	5.30%	552,787	5.40%	601,442	4.40%	600,914	4.70%
Transient Occupancy Taxes	1,306,033	12.30%	1,555,257	14.50%	1,631,428	16.10%	1,933,879	14.00%	1,991,895	15.60%
Other Taxes	247,825	2.30%	250,745	2.30%	270,700	2.70%	274,367	2.00%	265,554	2.10%
Total Taxes	6,613,179	62.40%	7,124,577	66.60%	7,347,019	72.40%	7,850,240	57.00%	8,133,289	63.60%
Interest	206,991	2.00%	144,704	1.40%	40,316	0.40%	152,743	1.10%	132,417	1.00%
Licenses & Permits	123,567	1.20%	157,988	1.50%	189,220	1.90%	147,270	1.10%	133,270	1.00%
Charges for Services	1,015,281	9.60%	1,171,931	11.00%	1,026,262	10.10%	1,079,626	7.80%	1,114,378	8.70%
Assessments	241,416	2.30%	242,768	2.30%	246,393	2.40%	272,163	2.00%	241,377	1.90%
Fines & Forfeitures	99,557	0.90%	96,285	0.90%	105,833	1.00%	96,130	0.70%	87,564	0.70%
Intergov Grants	2,246,755	21.20%	1,722,389	16.10%	1,163,823	11.50%	4,151,169	30.10%	2,934,617	22.90%
Miscellaneous	47,075	0.40%	30,839	0.30%	33,115	0.30%	20,557	0.10%	16,557	0.10%
TOTAL REVENUE	$10,593,821	100.00%	$10,691,481	100.00%	$10,151,982	100.00%	$13,769,898	100.00%	$12,793,469	100.00%
Regular Wages	$2,048,124	19.60%	$2,052,770	22.50%	$2,245,503	21.20%	$2,399,313	17.10%	$2,503,790	17.50%
Part-time Wages	322,362	3.10%	290,696	3.20%	303,829	2.90%	251,792	1.80%	254,313	1.80%
Overtime Wages	25,974	0.20%	20,425	0.20%	24,096	0.20%	28,719	0.20%	16,500	0.10%
Other Wages	41,404	0.40%	39,379	0.40%	39,627	0.40%	43,982	0.30%	44,718	0.30%
Total Wages	2,437,864	23.40%	2,403,270	26.40%	2,613,055	24.70%	2,723,806	19.50%	2,819,321	19.70%
Health/Life/Dental Insurance	538,373	5.20%	566,294	6.20%	555,681	5.30%	560,994	4.00%	585,655	4.10%
Retirement	432,271	4.10%	375,767	4.10%	411,819	3.90%	461,403	3.30%	501,488	3.50%
Unemployment Insurance	9,438	0.10%	7,908	0.10%	6,467	0.10%	5,389	0.00%	5,440	0.00%
MediTax	36,892	0.40%	35,645	0.40%	37,845	0.40%	40,157	0.30%	39,454	0.30%
Other Benefits	15,131	0.10%	15,863	0.20%	13,705	0.10%	16,290	0.10%	16,290	0.10%
Total Benefits	1,032,105	9.90%	1,001,477	11.00%	1,025,517	9.70%	1,084,233	7.70%	1,148,327	8.00%
TOTAL WAGES & BENEFITS	3,469,969	33.20%	3,404,747	37.40%	3,638,572	34.40%	3,808,039	27.20%	3,967,648	27.70%
Contract Services	1,439,295	13.80%	1,379,608	15.10%	1,603,243	15.20%	1,665,982	11.90%	2,090,003	14.60%
Sheriff Contract	3,204,050	30.70%	3,109,927	34.10%	3,309,270	31.30%	3,371,212	24.10%	3,389,637	23.60%
Utilities	307,426	2.90%	290,235	3.20%	299,074	2.80%	303,295	2.20%	299,912	2.10%
Other Operating Exp.	467,962	4.50%	447,541	4.90%	500,787	4.70%	532,732	3.80%	546,806	3.80%
Non-Operating Exp.	161,045	1.50%	170,262	1.90%	211,311	2.00%	279,340	2.00%	294,659	2.10%
Major Capital	1,171,154	11.20%	143,972	1.60%	483,368	4.60%	3,799,492	27.20%	3,425,002	23.90%
Minor Capital	54,724	0.50%	48,213	0.50%	370,706	3.50%	49,500	0.40%	150,456	1.00%
Debt Service	162,177	1.60%	121,210	1.30%	150,827	1.40%	181,652	1.30%	181,652	1.30%
TOTAL EXPENDITURES	$10,437,802	100.00%	$9,115,715	100.00%	$10,567,158	100.00%	$13,991,244	100.00%	$14,345,775	100.00%
NET INCOME / (LOSS)	$156,019		$1,575,766		($415,175)		($221,346)		($1,552,306)	

All Funds Overview

CITY OF CARPINTERIA
Proposed 2014-15 Budget

Expenditures by Function

ALL FUNDS

	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
Public Safety	3,566,577	34.20%	3,315,982	36.40%	3,501,919	33.10%	3,705,675	26.50%	3,733,425	26.00%
Leisure, Cultural & Social Services	1,487,415	14.30%	1,277,891	14.00%	1,426,843	13.50%	1,723,120	12.30%	1,427,981	10.00%
Community Development	1,005,802	9.60%	942,993	10.30%	1,008,862	9.50%	1,213,427	8.70%	1,220,369	8.50%
Economic Development	$8,684	0.10%	$9,432	0.10%	$11,622	0.10%	$12,700	0.10%	$18,726	0.10%
Public Works	2,096,811	20.10%	1,449,879	15.90%	2,107,614	19.90%	4,643,045	33.20%	5,139,069	35.80%
General Government	2,255,513	21.60%	2,098,533	23.00%	2,488,704	23.60%	2,660,777	19.00%	2,583,705	18.00%
Transportation	17,000	0.20%	21,005	0.20%	$21,594	0.20%	32,500	0.20%	222,500	1.60%
Total Expenditures	$10,437,802	100.00%	$9,115,715	100.00%	$10,567,158	100.00%	$13,991,244	100.00%	$14,345,775	100.00%
					$0					

Expenditures by Type

	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
Personnel	$3,469,969	33.20%	$3,404,747	37.40%	$3,638,572	34.40%	$3,808,039	27.20%	$3,967,648	27.70%
Contract Services	4,643,345	44.50%	4,489,535	49.30%	4,912,512	46.50%	5,037,194	36.00%	5,479,640	38.20%
Utilities	307,426	2.90%	290,235	3.20%	299,074	2.80%	303,295	2.20%	299,912	2.10%
Other Operating Exp.	467,962	4.50%	447,541	4.90%	500,787	4.70%	532,732	3.80%	546,806	3.80%
Non-Operating Exp.	161,045	1.50%	170,262	1.90%	211,311	2.00%	279,340	2.00%	294,659	2.10%
Major Capital	1,171,154	11.20%	143,972	1.60%	483,368	4.60%	3,799,492	27.20%	3,425,002	23.90%
Minor Capital	54,724	0.50%	48,213	0.50%	370,706	3.50%	49,500	0.40%	150,456	1.00%
Debt Service	162,177	1.60%	121,210	1.30%	150,827	1.40%	181,652	1.30%	181,652	1.30%
TOTAL EXPENDITURES	$10,437,802	100.00%	$9,115,715	100.00%	$10,567,158	100.00%	$13,991,244	100.00%	$14,345,775	100.00%

All Funds Overview

CITY OF CARPINTERIA
Proposed 2014-15 Budget

Expenditures by Program

ALL FUNDS	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
Records Management	$70,419	0.70%	$66,880	0.70%	$71,813	0.70%	$83,730	0.60%	$94,381	0.70%
Elections	33,076	0.30%	20,437	0.20%	30,130	0.30%	22,966	0.20%	16,165	0.10%
City Administration	276,388	2.60%	295,547	3.20%	288,612	2.70%	309,963	2.20%	293,832	2.00%
legal Services	442,691	4.20%	376,682	4.10%	494,701	4.70%	369,585	2.60%	449,100	3.10%
Legislative & Policy	98,446	0.90%	94,740	1.00%	106,357	1.00%	108,815	0.80%	113,984	0.80%
Commissions Boards and Committees	9,587	0.10%	9,407	0.10%	10,053	0.10%	10,521	0.10%	6,000	0.00%
Law Enforcement	3,205,324	30.70%	3,109,927	34.10%	3,309,270	31.30%	3,371,212	24.10%	3,478,649	24.20%
Emergency Preparedness	62,536	0.60%	77,283	0.80%	72,118	0.70%	81,605	0.60%	80,999	0.60%
Financial Management Services	466,099	4.50%	409,507	4.50%	455,243	4.30%	493,030	3.50%	493,588	3.40%
Management Information Services	115,415	1.10%	126,269	1.40%	211,681	2.00%	141,455	1.00%	180,625	1.30%
Central Services	253,387	2.40%	254,081	2.80%	246,237	2.30%	504,487	3.60%	283,134	2.00%
Staff Recruitment, Retention and Development	135,677	1.30%	115,014	1.30%	129,665	1.20%	171,160	1.20%	134,279	0.90%
Risk Management	181,675	1.70%	191,706	2.10%	231,269	2.20%	278,327	2.00%	325,142	2.30%
Communication and Community Promotions	121,209	1.20%	115,808	1.30%	131,156	1.20%	141,218	1.00%	151,345	1.10%
Public Works Administration	116,653	1.10%	151,409	1.70%	207,736	2.00%	210,302	1.50%	207,389	1.40%
Street Maintenance	1,164,682	11.20%	462,440	5.10%	799,336	7.60%	2,629,438	18.80%	2,403,148	16.80%
Right of Way Maintenance	314,717	3.00%	318,771	3.50%	568,903	5.40%	611,935	4.40%	1,361,872	9.50%
Transportation, Parking and Lighting	375,069	3.60%	239,966	2.60%	237,205	2.20%	384,678	2.70%	689,942	4.80%
Capital Improvements	138,884	1.30%	136,274	1.50%	145,633	1.40%	152,416	1.10%	196,895	1.40%
Solid Waste	75,775	0.70%	107,040	1.20%	85,449	0.80%	118,685	0.80%	203,977	1.40%
Watershed Management	127,994	1.20%	125,534	1.40%	182,142	1.70%	519,030	3.70%	588,529	4.10%
Engineering Permits									34,023	0.20%
Community Development Administration	120,825	1.20%	118,463	1.30%	127,471	1.20%	140,819	1.00%	142,123	1.00%
Advance Planning	142,320	1.40%	119,931	1.30%	121,994	1.20%	150,949	1.10%	139,508	1.00%
Housing	26,138	0.30%	25,647	0.30%	30,948	0.30%	44,591	0.30%	66,588	0.50%
Development Review and Building	350,246	3.40%	330,441	3.60%	345,360	3.30%	379,392	2.70%	380,184	2.70%
Code Compliance	258,232	2.50%	259,231	2.80%	276,503	2.60%	299,440	2.10%	287,385	2.00%
Animal Care and Control	88,556	0.80%	87,158	1.00%	90,965	0.90%	92,892	0.70%	97,044	0.70%
Economic Vitality	78,593	0.80%	68,493	0.80%	83,725	0.80%	84,221	0.60%	86,464	0.60%
Parks and Recreation Administration	54,350	0.50%	53,597	0.60%	57,911	0.50%	60,265	0.40%	38,137	0.30%
Community Pool Services	386,435	3.70%	401,393	4.40%	426,428	4.00%	513,054	3.70%	367,195	2.60%
Ocean Beach Services	280,077	2.70%	273,908	3.00%	311,454	2.90%	305,595	2.20%	399,464	2.80%
Special Events	84,423	0.80%	80,859	0.90%	93,620	0.90%	82,160	0.60%	83,722	0.60%
Parks & Facility Maintenance	691,173	6.60%	409,137	4.50%	486,512	4.60%	1,023,557	7.30%	365,901	2.60%
Community Services Support	90,731	0.90%	82,736	0.90%	99,557	0.90%	99,753	0.70%	105,065	0.70%
Total Expenditures	$10,437,802	100.00%	$9,115,716	100.00%	$10,567,158	100.00%	$13,991,244	100.00%	$14,345,778	100.00%

All Funds Overview

CITY OF CARPINTERIA
Proposed 2014-15 Budget

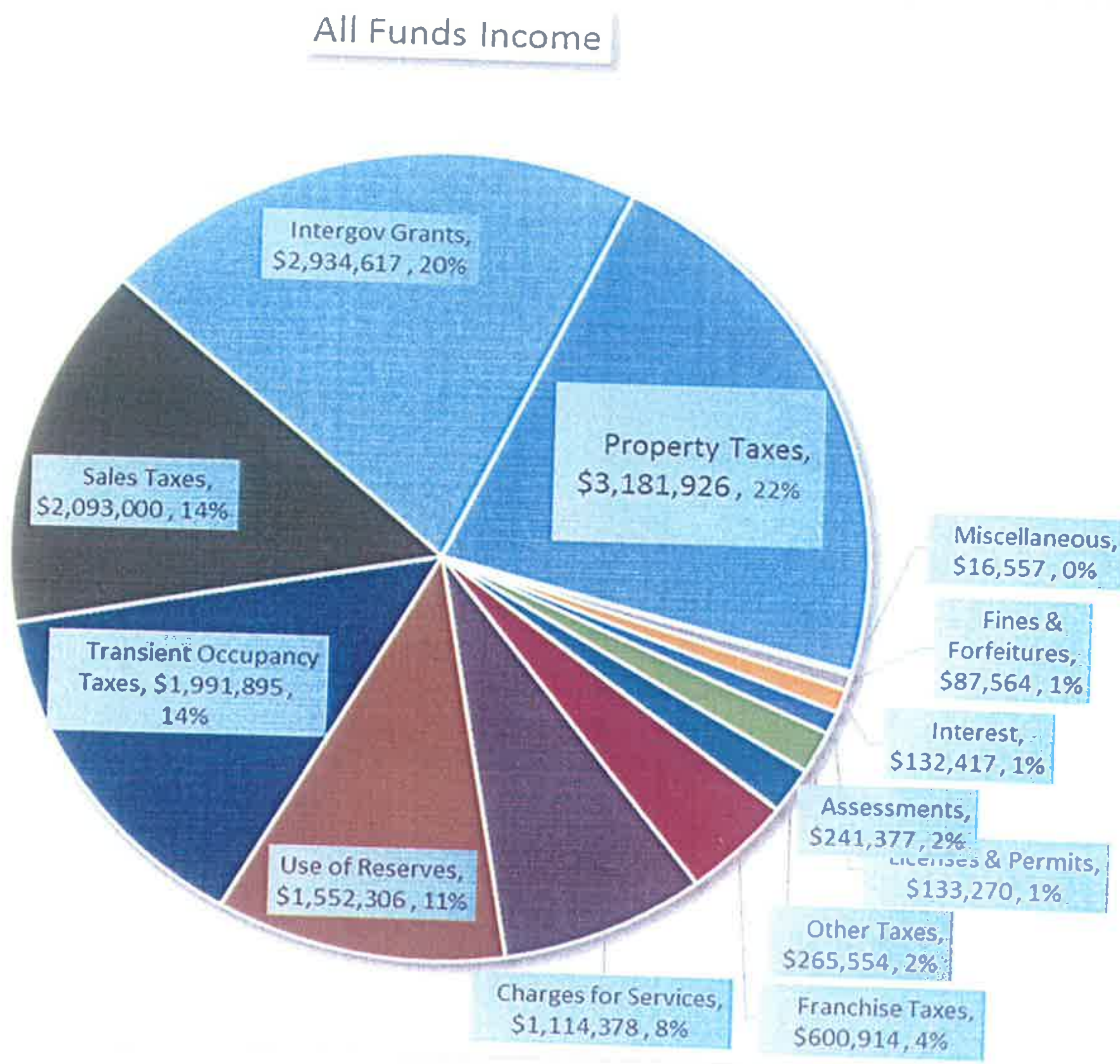
Expenditures by Department

ALL FUNDS

	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
City Clerk	$176,919	1.70%	$166,374	1.80%	$191,148	1.80%	$198,104	1.40%	$214,627	1.50%
City Manager	306,100	2.90%	295,234	3.20%	333,077	3.20%	345,432	2.50%	321,897	2.20%
Central Services	234,841	2.20%	236,347	2.60%	225,587	2.10%	283,793	2.00%	229,642	1.60%
Finance	366,001	3.50%	352,826	3.90%	378,536	3.60%	371,868	2.70%	369,570	2.60%
Risk Management	149,430	1.40%	160,067	1.80%	197,458	1.90%	242,940	1.70%	288,959	2.00%
Human Resources	140,360	1.30%	121,831	1.30%	141,815	1.30%	160,258	1.10%	157,140	1.10%
City Attorney	442,691	4.20%	376,682	4.10%	494,701	4.70%	369,585	2.60%	449,100	3.10%
Management Information Services	48,804	0.50%	58,368	0.60%	73,659	0.70%	67,397	0.50%	101,066	0.70%
Law Enforcement	3,221,667	30.90%	3,165,376	34.70%	3,366,979	31.90%	3,438,044	24.60%	3,478,649	24.20%
Code Compliance	237,295	2.30%	238,753	2.60%	255,357	2.40%	263,755	1.90%	270,024	1.90%
Emergency Preparedness	5,580	0.10%	21,398	0.20%	12,395	0.10%	19,100	0.10%	16,315	0.10%
Public Works Administration	372,692	3.60%	421,499	4.60%	465,532	4.40%	572,786	4.10%	806,677	5.60%
Street Maintenence	335,072	3.20%	336,267	3.70%	346,771	3.30%	358,347	2.60%	429,102	3.00%
Right of Way Maintenance	390,362	3.70%	406,238	4.50%	520,893	4.90%	441,692	3.20%	438,906	3.10%
Transportation, Parking and Lighting	17,000	0.20%	17,000	0.20%	17,000	0.20%	17,500	0.10%	152,500	1.10%
Solid Waste	35,585	0.30%	67,675	0.70%	45,441	0.40%	245,400	1.80%	63,500	0.40%
Planning	519,835	5.00%	478,857	5.30%	501,631	4.70%	525,379	3.80%	532,208	3.70%
Building	212,277	2.00%	190,454	2.10%	195,001	1.80%	221,488	1.60%	230,978	1.60%
Housing	0	0.00%	0	0.00%	3,540	0.00%	15,906	0.10%	37,720	0.30%
Economic Development	157,059	1.50%	142,465	1.60%	162,095	1.50%	160,955	1.20%	167,576	1.20%
Community Promotions	30,230	0.30%	24,421	0.30%	30,590	0.30%	40,459	0.30%	52,230	0.40%
Community Services Grants	88,863	0.90%	80,903	0.90%	97,598	0.90%	97,703	0.70%	103,103	0.70%
Animal Control	30,594	0.30%	30,285	0.30%	30,186	0.30%	29,282	0.20%	31,900	0.20%
City Council	111,204	1.10%	111,889	1.20%	113,076	1.10%	110,517	0.80%	119,984	0.80%
Parks & Recration	1,389,662	13.30%	1,275,850	14.00%	1,321,709	12.50%	1,436,607	10.30%	1,462,292	10.20%
New Equipment	54,724	0.50%	52,213	0.60%	374,706	3.50%	54,500	0.40%	105,456	0.70%
Special Projects	29,744	0.30%	23,176	0.30%	37,026	0.40%	341,301	2.40%	58,000	0.40%
Capital improvements	1,171,034	11.20%	142,057	1.60%	482,823	4.60%	3,379,492	24.20%	3,475,002	24.20%
Debt Service	162,177	1.60%	121,210	1.30%	150,827	1.40%	181,652	1.30%	181,652	1.30%
Total Expenditures	$10,437,802	100.00%	$9,115,715	100.00%	$10,567,158	100.00%	$13,991,244	100.00%	$14,345,775	100.00%

All Funds Overview

All Funds Overview



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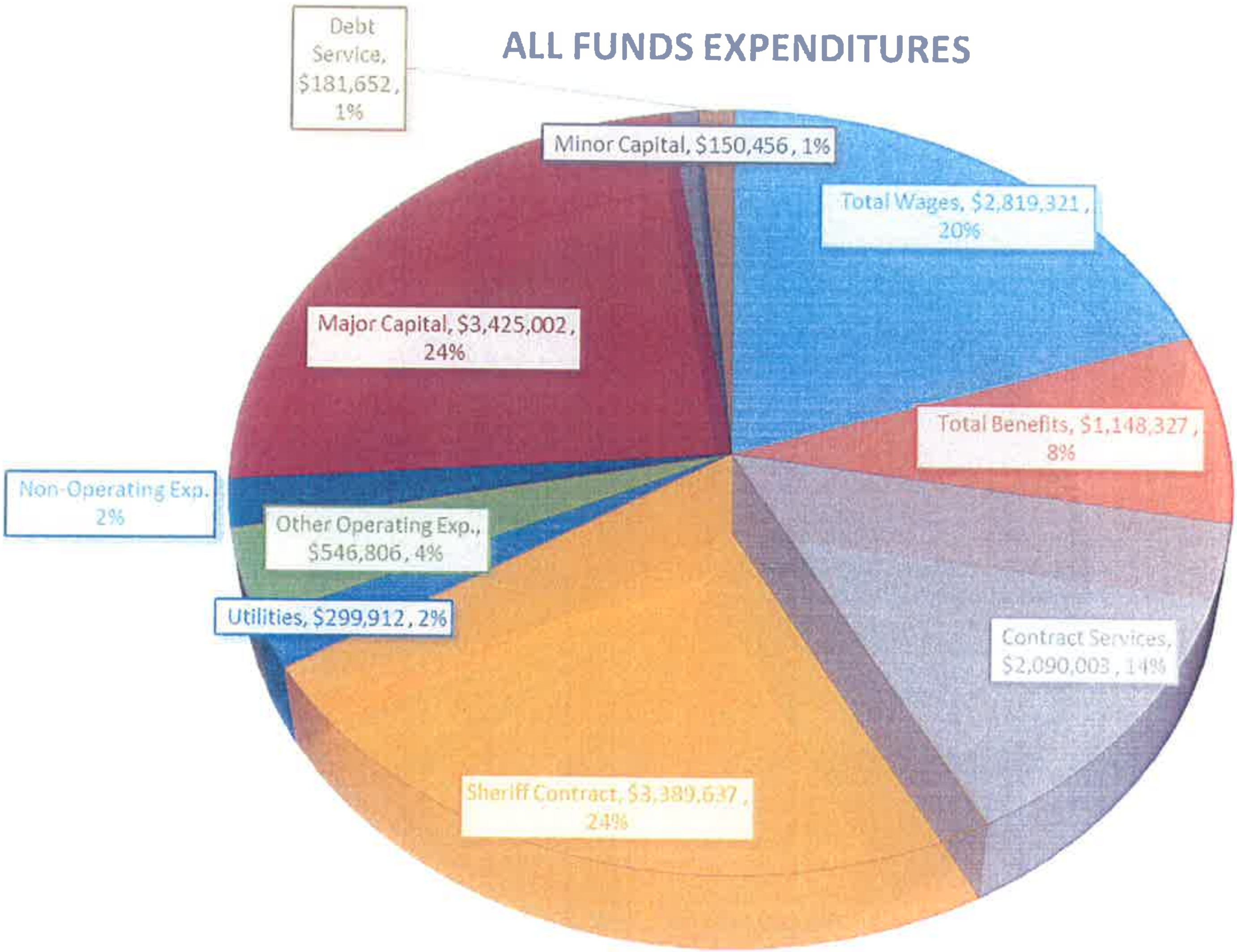

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The General Fund is used to pay for the cost of services that include the general administration of the City, e.g., finance, human resources, facilities operations and other services that have little or no revenue source, e.g., law enforcement, code enforcement, advance planning projects, elections, support of the City Council and City commissions, committees and boards. Also included in the General Fund are debt service payments and support for local non-profit human services and recreation programs.

The 2014-15 Budget projects that the General Fund will have an operational surplus in the amount of $35,290.

Goal and Approach to the Operating Budget

The goal of the budget process is to allow for participatory and transparent decision-making necessary to allocate limited financial resources in order to meet the ongoing and evolving service needs of the community. The budget allocates financial resources in support of work program priorities established in the City's Annual Work Program, approved by the City Council in January, and the annual Capital Improvement Program.

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General Fund "Available Fund Balance"(AFB)

This term relates to the available unexpended balance that is not committed to any specific projects, activities, expenditures or programs. It represents funds that the City may use to offset unexpected expenditures, fund special projects or retain as a protection against unforeseen future events.

The City estimates that it will begin the 2014-15 fiscal year with an Available Fund Balance of $1,354,604. The chart below indicates the beginning Available Fund Balance appropriations, expenditures, revenues and Transfers In & Out.

2013-14 Budget Year:		***2014-15 Budget Year:***	
$ 1,362,456	AFB as of July 1, 2013	$1,354,604	AFB as of July 1, 2014
(7,816,716)	Expenditures	(8,303,413)	Expenditures
(147,868)	Transfers *Out* of GF	(259,822)	Transfers *Out* of GF
735,268	Transfers *In* to GF	663,140	Transfers *In* to GF
(420,687)	Other Fund Subsidies	(282,620)	Other Fund Subsidies
(353,799)	Reserve Increase	(202,554)	Reserve Increase
7,995,939	Projected GF Revenues	8,218,005	Projected GF Revenues
$ 1,354,604	**AFB as of June 30, 2014**	**$ 1,187,339**	**AFB as of June 30, 2015**

General Fund Revenues:

Projected revenues (excluding Transfers In) for 2014-15 are $8,218,005, an increase of $222,066 from the estimated final 2013-14 revenue.

General Fund Expenditures:

Projected Expenditures (excluding Transfers Out) for 2014-15 are $8,303,413, an increase over prior year of $486,697.

Revenue "Transfers In" to General Fund

While the General Fund receives revenue from property tax, sales tax, TOT, and permit fees, it also receives "Transfers In" (also known as an "interfund transfers") from other designated funds. These transfers are necessary to fulfill operational, service and program obligations of federal, state and local mandates as well as provide necessary services. Transfers In to the General Fund total $663,140.

Transfers Out

The General Fund transfers money into specialized funds to pay for services in General Fund programs and activities provided by non-General Fund staff. The General Fund must also annually transfer Maintenance of Effort funds to the Gas Tax and Measure A funds. Total Transfers Out of the General Fund are ($259,822).

Other Fund Subsidies

In addition, the General Fund must transfer funds in to any fund that does not have sufficient reserves to absorb operating losses.

One example is the Park Maintenance Fund. The Park Maintenance Fund (created in 1997 with the passage of local measure B97) has a fixed revenue stream. The expenditures out of that Fund, however, do not remain constant. Because there are not sufficient monies in the Park Maintenance Fund to provide desired service levels, the General Fund must subsidize (or transfer funds into) this fund. *The net 2014-15 General Fund subsidy to the Park Maintenance Fund is budgeted in the amount of ($107,088).*

The Recreation Services Fund includes services such as the Community Pool operations and maintenance, Veteran's Building operations and maintenance, and Aqua Camp and After School Program. The General Fund is subsidizing this program in the amount of ($99,424) for the 2014-15 fiscal year. The Recreation Services Fund also receives a Transfer In from the Tidelands Trust Fund of $60,000.

In recent years the subsidy required to other Funds has grown and over time this is expected to challenge the City's ability to balance General Fund expenditures with revenues.

CITY OF CARPINTERIA
Proposed 2014-15 Budget
GENERAL FUND

The General Fund is the general operating, and largest, fund of the City. This fund is used to account for all financial resources except those resources required to be accounted for in another fund. The projected ending balance of this fund is considered a contingency reserve for unexpected purposes during the course of the fiscal year.

	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
Taxes										
Property Taxes	$2,590,224	37.80%	$2,630,090	34.30%	$2,875,356	38.80%	$2,866,774	35.90%	$2,903,733	35.30%
Sales Taxes	1,610,861	23.50%	1,860,725	24.30%	1,739,414	23.40%	1,901,000	23.80%	2,093,000	25.50%
Franchise Taxes	594,460	8.70%	563,958	7.40%	552,787	7.50%	601,442	7.50%	600,914	7.30%
Transient Occupancy Taxes	1,306,033	19.10%	1,555,257	20.30%	1,631,428	22.00%	1,933,879	24.20%	1,991,895	24.20%
Other Taxes	98,737	1.40%	84,508	1.10%	113,790	1.50%	118,367	1.50%	109,530	1.30%
Total Taxes	6,200,315	90.50%	6,694,538	87.40%	6,912,774	93.20%	7,421,462	92.80%	7,699,073	93.70%
Interest	144,217	2.10%	96,767	1.30%	23,348	0.30%	113,950	1.40%	102,171	1.20%
Licenses & Permits	123,567	1.80%	157,988	2.10%	189,220	2.60%	147,270	1.80%	133,270	1.60%
Charges for Services	255,873	3.70%	262,233	3.40%	164,167	2.20%	189,500	2.40%	168,000	2.00%
Fines & Forfeitures	66,920	1.00%	77,396	1.00%	81,422	1.10%	74,200	0.90%	65,934	0.80%
Intergov Grants	50,588	0.70%	357,590	4.70%	33,299	0.40%	35,000	0.40%	35,000	0.40%
Miscellaneous	8,089	0.10%	12,902	0.20%	15,566	0.20%	14,557	0.20%	14,557	0.20%
TOTAL REVENUE	$6,849,569	100.00%	$7,659,414	100.00%	$7,419,796	100.00%	$7,995,939	100.00%	$8,218,005	100.00%
Regular Wages	$1,706,386	24.00%	$1,704,858	24.80%	$1,865,960	24.90%	$2,024,901	25.90%	$2,072,888	25.00%
Part-time Wages	64,151	0.90%	58,605	0.90%	42,089	0.60%	27,420	0.40%	38,941	0.50%
Overtime Wages	10,586	0.10%	5,854	0.10%	10,902	0.10%	12,819	0.20%	5,400	0.10%
Other Wages	39,124	0.60%	37,676	0.50%	37,806	0.50%	41,992	0.50%	42,818	0.50%
Total Wages	1,820,247	25.60%	1,806,993	26.30%	1,956,757	26.20%	2,107,132	27.00%	2,160,047	26.00%
Health/Life/Dental Insurance	430,153	6.10%	452,482	6.60%	435,503	5.80%	454,517	5.80%	460,359	5.50%
Retirement	362,297	5.10%	321,707	4.70%	352,702	4.70%	395,476	5.10%	429,970	5.20%
Unemployment Insurance	3,884	0.10%	3,714	0.10%	5,137	0.10%	4,096	0.10%	4,153	0.10%
MediTax	27,885	0.40%	26,925	0.40%	28,410	0.40%	30,382	0.40%	30,126	0.40%
Other Benefits	9,697	0.10%	10,406	0.20%	9,836	0.10%	10,895	0.10%	10,895	0.10%
Total Benefits	833,916	11.70%	815,234	11.90%	831,588	11.10%	895,366	11.50%	935,503	11.30%
TOTAL WAGES & BENEFITS	2,654,163	37.40%	2,622,227	38.10%	2,788,345	37.30%	3,002,498	38.40%	3,095,550	37.30%
Contract Services	798,421	11.20%	724,241	10.50%	824,515	11.00%	803,144	10.30%	1,160,439	14.00%
Sheriff Contract	3,154,970	44.40%	3,109,927	45.20%	3,283,473	43.90%	3,354,298	42.90%	3,373,998	40.60%
Utilities	40,480	0.60%	40,346	0.60%	43,913	0.60%	44,266	0.60%	44,500	0.50%
Other Operating Exp	187,133	2.60%	154,123	2.20%	179,760	2.40%	204,382	2.60%	205,479	2.50%
Non-Operating Exp.	161,045	2.30%	170,262	2.50%	211,311	2.80%	279,340	3.60%	294,659	3.50%
Minor Capital	12,815	0.20%	1,113	0.00%	65,739	0.90%	15,000	0.20%	15,000	0.20%
Debt Service	94,313	1.30%	53,346	0.80%	82,963	1.10%	113,788	1.50%	113,788	1.40%
TOTAL EXPENDITURES	$7,103,340	100.00%	$6,875,585	100.00%	$7,480,019	100.00%	$7,816,716	100.00%	$8,303,413	100.00%
NET INCOME / (LOSS)	($253,771)		$783,829		($60,223)		$179,223		($85,408)	
Transfers In	948,505		533,507		406,424		735,278		663,140	
Transfers (Out)	(126,184)		(129,635)		(129,227)		(147,868)		(259,822)	
NET TRANSFERS	822,321		403,872		277,197		587,410		403,318	
Subsidies Received / (Provided)			(340,293)		(497,955)		(420,687)		(282,620)	
Operational Excess / (Deficit)	568,550		847,408		-280,982		345,947		35,290	
Decrease / (Increase) in Reserves	(1,103,242)		(4,126,070)		116,110		(353,799)		(202,554)	
CHANGE IN AVAILABLE FUND BALANCE	(534,692)		(3,278,662)		(164,872)		(7,852)		(167,264)	
Beginning Fund Balance	5,340,682		4,805,990		1,527,328		1,362,456		1,354,604	
ENDING AVAILABLE FUND BALANCE	$4,805,990		$1,527,328		$1,362,456		$1,354,604		$1,187,339	
Non Spendable Reserve	173,152		4,167		205,646		205,646		205,646	
Restricted for PEG	324,734		324,734		324,734		324,734		324,734	
Total Restricted Reserves	497,886		328,901		530,380		530,380		530,380	
Uncertainty Reserve			3,900,000		3,673,615		4,006,054		4,191,237	
General Reserve	1,856,800		1,042,447		1,054,182		1,065,548		1,074,431	
Replacement / Repair Reserve			1,051,358		1,009,568		1,019,562		1,028,050	
Total Committed Reserves	1,856,800		5,993,805		5,737,365		6,091,164		6,293,718	
Unassigned Fund Balance (AFB)	4,805,990		1,527,328		1,362,456		1,354,604		1,187,339	
Total Fund Balances	7,160,676		7,850,034		7,630,201		7,976,148		8,011,437	

CITY OF CARPINTERIA
Proposed 2014-15 Budget

Expenditures by Function

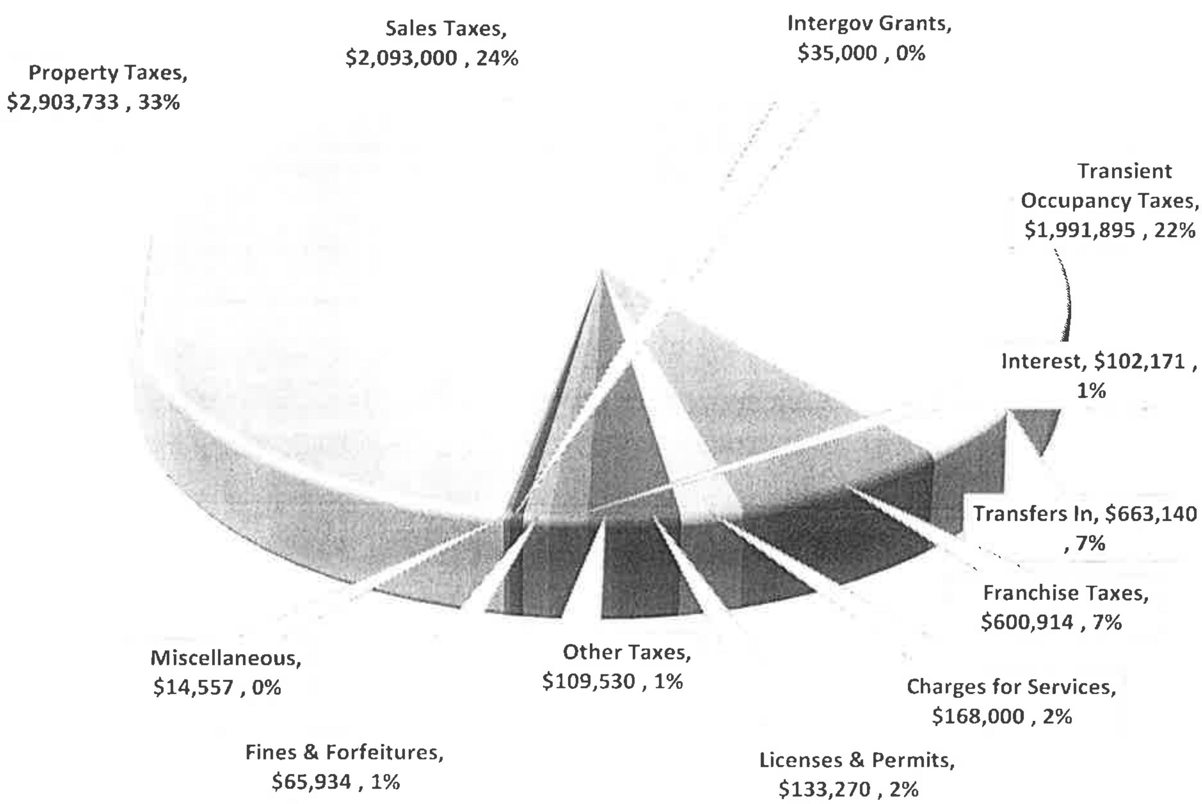
GENERAL FUND

	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
Public Safety	$3,178,167	44.70%	$3,186,774	47.00%	$3,353,577	48.00%	$3,440,230	44.00%	$3,479,325	41.90%
Leisure, Cultural & Social Services	320,557	4.50%	321,649	4.70%	-28,202	-0.40%	336,902	4.30%	351,513	4.20%
Community Development	1,005,802	14.20%	942,993	13.90%	990,419	14.20%	1,092,521	14.00%	1,077,649	13.00%
Economic Development									8,000	0.10%
Public Works	343,301	4.80%	251,171	3.70%	194,052	2.80%	486,286	6.20%	811,677	9.80%
General Government	2,255,513	31.80%	2,172,998	30.70%	2,970,173	35.40%	2,460,777	31.50%	2,575,249	31.00%
Total Expenditures	$7,103,340	100.00%	$6,875,585	100.00%	$7,480,019	100.00%	$7,816,716	100.00%	$8,303,413	100.00%

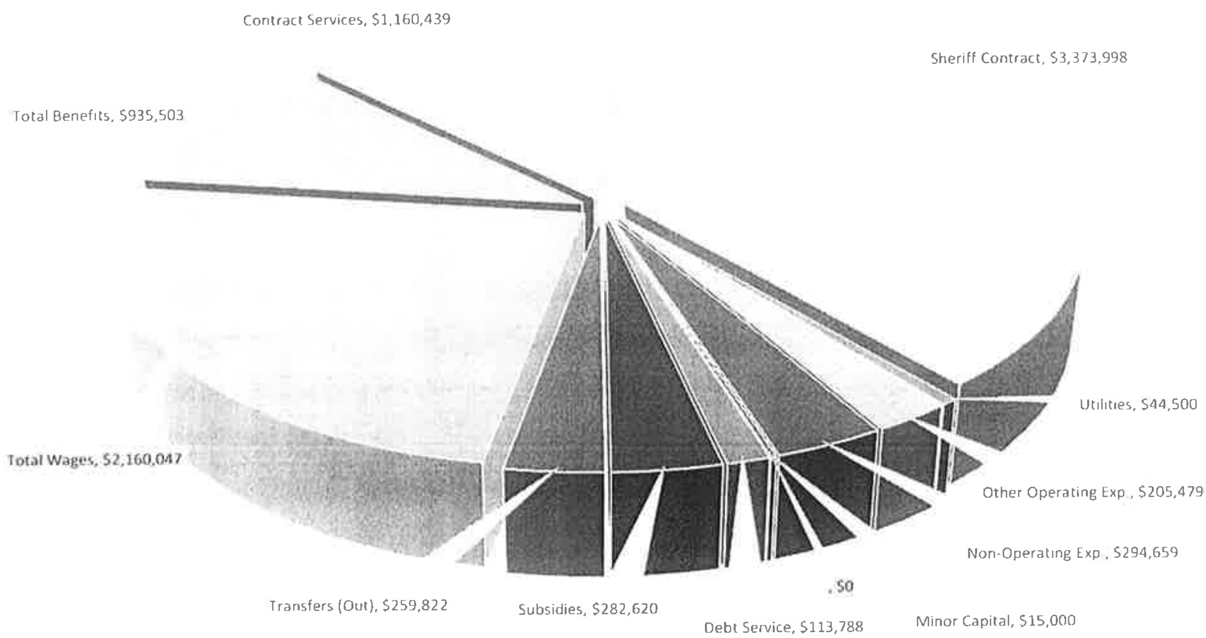
Expenditures by Type

	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
Personnel	$2,654,163	37.40%	$2,622,227	38.10%	$2,788,345	37.30%	$3,002,498	38.40%	$3,095,550	37.30%
Contract Services	3,953,391	55.70%	3,834,168	55.80%	4,107,988	54.90%	4,157,442	53.20%	4,534,437	54.60%
Utilities	40,480	0.60%	40,346	0.60%	43,913	0.60%	44,266	0.60%	44,500	0.50%
Other Operating Exp	187,133	2.60%	154,123	2.20%	179,760	2.40%	204,382	2.60%	205,479	2.50%
Major Capital										
Minor Capital	12,815	0.20%	1,113	0.00%	65,739	0.90%	15,000	0.20%	15,000	0.20%
Debt Service	94,313	1.30%	53,346	0.80%	82,963	1.10%	113,788	1.50%	113,788	1.40%
Total Expenditures	$7,103,340	100.00%	$6,875,585	100.00%	$7,480,019	100.00%	$7,816,716	100.00%	$8,303,413	100.00%

GENERAL FUND INCOME



General Fund Expenditures



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$ 1,362,456	AFB as of July 1, 2013
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CITY OF CARPINTERIA
Proposed 2014-15 Budget
GENERAL FUND

The General Fund is the general operating, and largest, fund of the City. This fund is used to account for all financial resources except those resources required to be accounted for in another fund. The projected ending balance of this fund is considered a contingency reserve for unexpected purposes during the course of the fiscal year.

	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
Taxes										
Property Taxes	$2,590,224	37.80%	$2,630,090	34.30%	$2,875,356	38.80%	$2,866,774	35.90%	$2,903,733	35.30%
Sales Taxes	1,610,861	23.50%	1,860,725	24.30%	1,739,414	23.40%	1,901,000	23.80%	2,093,000	25.50%
Franchise Taxes	594,460	8.70%	563,958	7.40%	552,787	7.50%	601,442	7.50%	600,914	7.30%
Transient Occupancy Taxes	1,306,033	19.10%	1,555,257	20.30%	1,631,428	22.00%	1,933,879	24.20%	1,991,895	24.20%
Other Taxes	98,737	1.40%	84,508	1.10%	113,790	1.50%	118,367	1.50%	109,530	1.30%
Total Taxes	6,200,315	90.50%	6,694,538	87.40%	6,912,774	93.20%	7,421,462	92.80%	7,699,073	93.70%
Interest	144,217	2.10%	96,767	1.30%	23,348	0.30%	113,950	1.40%	102,171	1.20%
Licenses & Permits	123,567	1.80%	157,988	2.10%	189,220	2.60%	147,270	1.80%	133,270	1.60%
Charges for Services	255,873	3.70%	262,233	3.40%	164,167	2.20%	189,500	2.40%	168,000	2.00%
Fines & Forfeitures	66,920	1.00%	77,396	1.00%	81,422	1.10%	74,200	0.90%	65,934	0.80%
Intergov Grants	50,588	0.70%	357,590	4.70%	33,299	0.40%	35,000	0.40%	35,000	0.40%
Miscellaneous	8,089	0.10%	12,902	0.20%	15,566	0.20%	14,557	0.20%	14,557	0.20%
TOTAL REVENUE	$6,849,569	100.00%	$7,659,414	100.00%	$7,419,796	100.00%	$7,995,939	100.00%	$8,218,005	100.00%
Regular Wages	$1,706,386	24.00%	$1,704,858	24.80%	$1,865,960	24.90%	$2,024,901	25.90%	$2,072,888	25.00%
Part-time Wages	64,151	0.90%	58,605	0.90%	42,089	0.60%	27,420	0.40%	38,941	0.50%
Overtime Wages	10,586	0.10%	5,854	0.10%	10,902	0.10%	12,819	0.20%	5,400	0.10%
Other Wages	39,124	0.60%	37,676	0.50%	37,806	0.50%	41,992	0.50%	42,818	0.50%
Total Wages	1,820,247	25.60%	1,806,993	26.30%	1,956,757	26.20%	2,107,132	27.00%	2,160,047	26.00%
Health/Life/Dental Insurance	430,153	6.10%	452,482	6.60%	435,503	5.80%	454,517	5.80%	460,359	5.50%
Retirement	362,297	5.10%	321,707	4.70%	352,702	4.70%	395,476	5.10%	429,970	5.20%
Unemployment Insurance	3,884	0.10%	3,714	0.10%	5,137	0.10%	4,096	0.10%	4,153	0.10%
MediTax	27,885	0.40%	26,925	0.40%	28,410	0.40%	30,382	0.40%	30,126	0.40%
Other Benefits	9,697	0.10%	10,406	0.20%	9,836	0.10%	10,895	0.10%	10,895	0.10%
Total Benefits	833,916	11.70%	815,234	11.90%	831,588	11.10%	895,366	11.50%	935,503	11.30%
TOTAL WAGES & BENEFITS	2,654,163	37.40%	2,622,227	38.10%	2,788,345	37.30%	3,002,498	38.40%	3,095,550	37.30%
Contract Services	798,421	11.20%	724,241	10.50%	824,515	11.00%	803,144	10.30%	1,160,439	14.00%
Sheriff Contract	3,154,970	44.40%	3,109,927	45.20%	3,283,473	43.90%	3,354,298	42.90%	3,373,998	40.60%
Utilities	40,480	0.60%	40,346	0.60%	43,913	0.60%	44,266	0.60%	44,500	0.50%
Other Operating Exp	187,133	2.60%	154,123	2.20%	179,760	2.40%	204,382	2.60%	205,479	2.50%
Non-Operating Exp	161,045	2.30%	170,262	2.50%	211,311	2.80%	279,340	3.60%	294,659	3.50%
Minor Capital	12,815	0.20%	1,113	0.00%	65,739	0.90%	15,000	0.20%	15,000	0.20%
Debt Service	94,313	1.30%	53,346	0.80%	82,963	1.10%	113,788	1.50%	113,788	1.40%
TOTAL EXPENDITURES	$7,103,340	100.00%	$6,875,585	100.00%	$7,480,019	100.00%	$7,816,716	100.00%	$8,303,413	100.00%
NET INCOME / (LOSS)	($253,771)		$783,829		($60,223)		$179,223		($85,408)	
Transfers In	948,505		533,507		406,424		735,278		663,140	
Transfers (Out)	(126,184)		(129,635)		(129,227)		(147,868)		(259,822)	
NET TRANSFERS	822,321		403,872		277,197		587,410		403,318	
Subsidies Received / (Provided)			(340,293)		(497,955)		(420,687)		(282,620)	
Operational Excess / (Deficit)	568,550		847,408		-280,982		345,947		35,290	
Decrease / (Increase) in Reserves	(1,103,242)		(4,126,070)		116,110		(353,799)		(202,554)	
CHANGE IN AVAILABLE FUND BALANCE	(534,692)		(3,278,662)		(164,872)		(7,852)		(167,264)	
Beginning Fund Balance	5,340,682		4,805,990		1,527,328		1,362,456		1,354,604	
ENDING AVAILABLE FUND BALANCE	$4,805,990		$1,527,328		$1,362,456		$1,354,604		$1,187,339	
Non Spendable Reserve	173,152		4,167		205,646		205,646		205,646	
Restricted for PEG	324,734		324,734		324,734		324,734		324,734	
Total Restricted Reserves	497,886		328,901		530,380		530,380		530,380	
Uncertainty Reserve			3,900,000		3,673,615		4,006,054		4,191,237	
General Reserve	1,856,800		1,042,447		1,054,182		1,065,548		1,074,431	
Replacement / Repair Reserve			1,051,358		1,009,568		1,019,562		1,028,050	
Total Committed Reserves	1,856,800		5,993,805		5,737,365		6,091,164		6,293,718	
Unassigned Fund Balance (AFB)	4,805,990		1,527,328		1,362,456		1,354,604		1,187,339	
Total Fund Balances	7,160,676		7,850,034		7,630,201		7,976,148		8,011,437	

CITY OF CARPINTERIA
Proposed 2014-15 Budget

Expenditures by Function

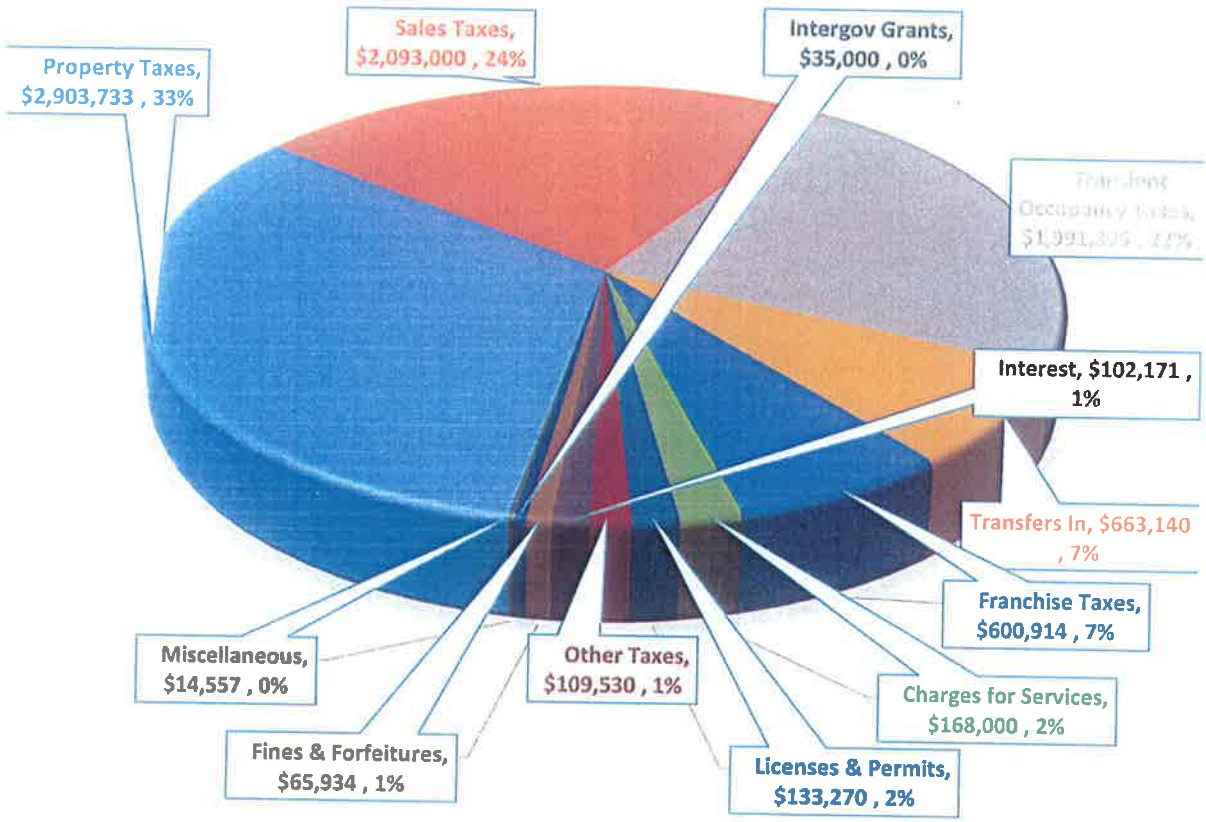
GENERAL FUND

	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
Public Safety	$3,178,167	44.70%	$3,186,774	47.00%	$3,353,577	48.00%	$3,440,230	44.00%	$3,479,325	41.90%
Leisure, Cultural & Social Services	320,557	4.50%	321,649	4.70%	-28,202	-0.40%	336,902	4.30%	351,513	4.20%
Community Development	1,005,802	14.20%	942,993	13.90%	990,419	14.20%	1,092,521	14.00%	1,077,649	13.00%
Economic Development									8,000	0.10%
Public Works	343,301	4.80%	251,171	3.70%	194,052	2.80%	486,286	6.20%	811,677	9.80%
General Government	2,255,513	31.80%	2,172,998	30.70%	2,970,173	35.40%	2,460,777	31.50%	2,575,249	31.00%
Total Expenditures	$7,103,340	100.00%	$6,875,585	100.00%	$7,480,019	100.00%	$7,816,716	100.00%	$8,303,413	100.00%

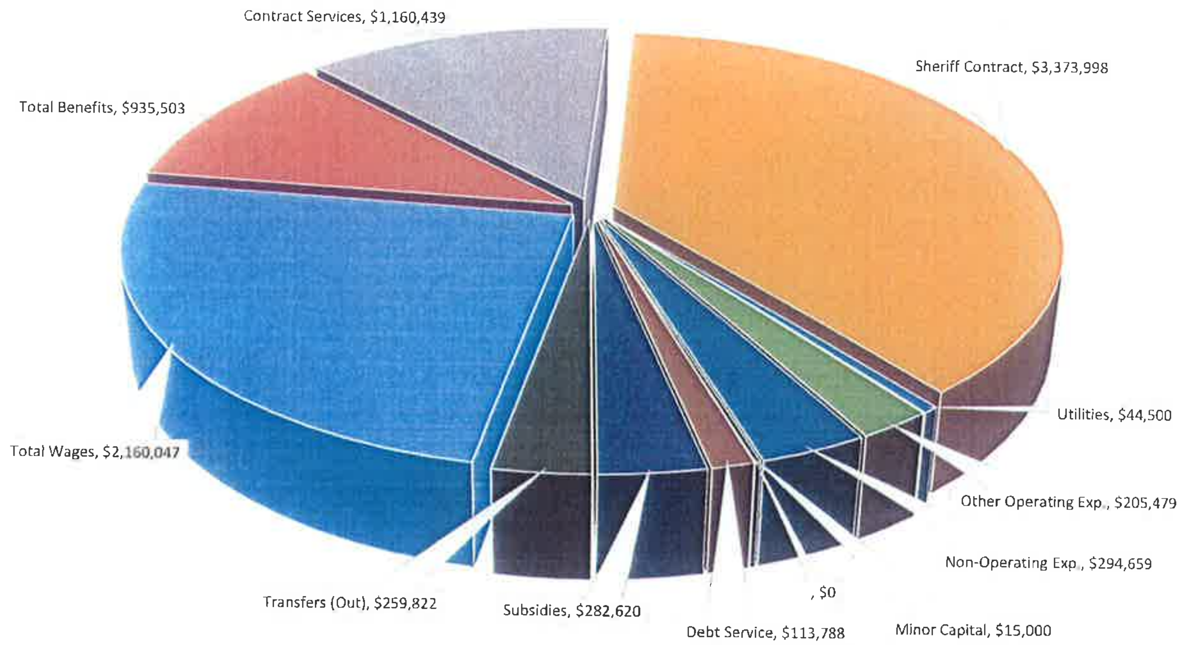
Expenditures by Type

	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
Personnel	$2,654,163	37.40%	$2,622,227	38.10%	$2,788,345	37.30%	$3,002,498	38.40%	$3,095,550	37.30%
Contract Services	3,953,391	55.70%	3,834,168	55.80%	4,107,988	54.90%	4,157,442	53.20%	4,534,437	54.60%
Utilities	40,480	0.60%	40,346	0.60%	43,913	0.60%	44,266	0.60%	44,500	0.50%
Other Operating Exp	187,133	2.60%	154,123	2.20%	179,760	2.40%	204,382	2.60%	205,479	2.50%
Major Capital										
Minor Capital	12,815	0.20%	1,113	0.00%	65,739	0.90%	15,000	0.20%	15,000	0.20%
Debt Service	94,313	1.30%	53,346	0.80%	82,963	1.10%	113,788	1.50%	113,788	1.40%
Total Expenditures	$7,103,340	100.00%	$6,875,585	100.00%	$7,480,019	100.00%	$7,816,716	100.00%	$8,303,413	100.00%

GENERAL FUND INCOME



General Fund Expenditures



City of Carpinteria
2014-15 Adopted Budget

Fund: General Fund
Department: General Government

Program:
Legislative & Policy

I. Program Summary

The Mayor and City Councilmembers serve as the elected legislative and policy makers of the City of Carpinteria in accordance with applicable State and local law. The five Councilmembers are the final legislative authority in the City for all municipal operations, services and programs. Activities of this program include:

- **Legislation.** The City Council adopts ordinances, resolutions and appoints all advisory boards, commissions, and committees. Many legislative actions of the Council become municipal law and are codified in the Municipal Code. The City Council is the legislative fiduciary for city financial matters that includes approval of the annual budget.

- **Policy.** The City Council establishes, by formal or informal methods, policies and guidelines that direct the overall operations of the City, including the programs and services which the public desires, and which the State or Federal government mandate.

- **Public and Intergovernmental Relations**. The Mayor and Council are involved in many community and intergovernmental activities that require their on-going participation. City Council members represent the City on the Boards of the Santa Barbara County Association of Governments, Air Pollution Control District, Beach Erosion Authority for Clean Oceans and Nourishment (BEACON), California Joint Powers Insurance Authority (JPIA), Channel Cities Division of the California League of Cities, Santa Barbara Joint Housing Task Group, Central Coast Collaborative on Homlessness (C3H) and the South Coast Task Force on Youth Gangs. Locally, Council Committees meet with committees of the School Board, Chamber of Commerce, and Fire, Sanitary and Water Districts. Members of the Council frequently are asked to speak at community and regional events as well as conduct ceremonial activities that partner the Council with the community at large.

II. Budget Summary

Program: Commissions Boards and Committees

	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$0	$0	$0	$0	$0
Personnel	$9,587	$9,407	$10,053	$10,521	$6,000
TOTAL EXPENDITURES	$9,587	$9,407	$10,053	$10,521	$6,000
NET INCOME/(SUBSIDY)	($9,587)	($9,407)	($10,053)	($10,521)	($6,000)
99000 Personnel	9,587	9,407	10,053	10,521	6,000

III. Personnel Allocations

Position:	**Allocation:**
Councilmembers	5.00 part time

IV. Expenditure Summary

Personnel The compensation of the Mayor and City Council are the only personnel costs within this program. All support staff costs are within other programs.

Operating Expenses Meetings, Travel and Public Relations costs reflect anticipated Councilmember training and education, Councilmember attendance/participation in League of California Cities, BEACON, Santa Barbara County Association of Governments, Mayoral obligations and other community activities and programs that require or request Mayor or Council participation. The Meetings & Travel line item reflects an allocated amount of $1,400 for each Councilmember.

City of Carpinteria
2014-15 Adopted Budget

Fund: General Fund
Department: General Government

Program: *Commissions, Boards and Committees*

I. Program Summary

The City Council as the legislative body of the City has the authority to create standing commissions, boards and committees to support various programs and services provided. Representatives to commissions, boards and committees are determined by ordinance or other action of the City Council. The roles, responsibilities and procedures concerning the conduct of such bodies are established in the Carpinteria Municipal Code. The Budget reflects stipends received by the Planning Commission and Architectural Review Board. Staffing and other costs associated with the City's Commissions, Boards and Committees, are reflected through related budget programs.

Planning Commission. Reviews and recommends changes to the General Plan and Zoning Regulations, conducts hearings and decides on applications for development, pursuant State law and Chapter 2.32 of the Carpinteria Municipal Code.

Architectural Review Board (ARB). Evaluates the architectural merit of commercial, residential, and public building projects as established through Chapter 2.36 of the Carpinteria Municipal Code. The Board also advises City staff and the Planning Commission on design standards, architectural and landscape design, and site planning. Board goals are 1) harmonious, aesthetic development within the City and 2) preservation of the City's natural beauty and visual resources.

Environmental Review Committee. The Environmental Review Committee reviews draft environmental documents, public and agency comments received on the documents during the public comment period, and makes recommendations to City staff, the Planning Commission and/or City Council, regarding the adequacy of environmental documents and Mitigation Monitoring

Programs. The role and procedures followed by the Environmental Review Committee are determined by the City's Environmental Guidelines and the California Environmental Quality Act (CEQA).

Rent Stabilization Board. The Mobile Home Rent Stabilization Board administers the City's rent stabilization ordinance (CMC 5.69) for the City's mobile home parks. The Board meets is empowered to approve, set and adjust the rent schedule and maximum rents for mobile home tenancies within the City.

Tree Advisory Board. The Tree Advisory Board meets quarterly to assist City staff in implementation of the City's Street Tree Management Plan, and local regulations established for the maintenance of street trees (C.M.C. 12.28).

Integrated Pest Management Advisory Committee. This nine member volunteer Committee advises the City on the application of the City's Integrated Pest Management Policy (IPM). The IPM policy aims to reduce the use of pesticides in public spaces.

Traffic Safety Committee. The Traffic Safety Committee consists of the City Traffic Engineer, the Carpinteria Sheriff's Commander or his representative, the Community Development Director or her representative, three citizens including a senior student representing the school, the safety committee representative of the Carpinteria Unified School District, and other City officials or representatives of special districts as may be recommended by the City Manager and approved by the City Council.

The Committee's duties are to recommend the most practicable means for coordinating the administration and enforcement of traffic regulations, to assist in the preparation of traffic reports and to recommend to the council ways and means of improving traffic conditions and regulations, in accordance with Carpinteria Municipal Code Sections 10.08.080 and 090.

Parking and Business Improvement Area Advisory Board (PBIAAB).

The PBIAAB consists of five members appointed by the City Council. The Board advises the City Council on parking and business improvement matters within a designated retail business area of the City. The Board has a duty to file an annual report with the City Council making recommendations on the expenditure of revenues derived from the levy of assessments, an estimate of the costs of providing the improvements and activities, the method used for levying the assessment, the amount of any surpluses carried over from the previous year, and any contributions made from other sources.

Bluffs Management Advisory Board. The Bluffs Management Advisory Board is comprised of seven residents appointed by the City Council. The Board provides comment and input related to the management of the Carpinteria Bluffs Nature Preserve and adjacent publicly owned coastal open space and trails, such as Tar Pits Park. The board meets every two months.

Program: Advisory Boards and Commissions

Carpinteria First Committee. Carpinteria First is a nine member, City appointed committee consisting of four members from the Chamber of Commerce, four at-large members, and one member appointed by the Parking and Business Improvement Area Advisory Board. Carpinteria First makes recommendation to staff and the City Council on community-wide marketing and economic vitality efforts.

II. Budget Summary

Program:	Commissions Boards and Committees				
	ACTUAL 10	ACTUAL 11	ACTUAL 12	FINAL 13	ADOPTED 14
TOTAL REVENUE	$0	$0	$0	$0	$0
Personnel	$14,847	$9,587	$9,407	$10,124	$10,200
TOTAL EXPENDITURES	$14,847	$9,587	$9,407	$10,124	$10,200
NET INCOME / (SUBSIDY)	($14,847)	($9,587)	($9,407)	($10,124)	($10,200)
99000 Personnel	14,847	9,587	9,407	10,124	10,200

III. Personnel Allocations

Position:	FTE Allocation:	Salary/Compensation Costs
Planning Commission	5.00	$60 / meeting
Architectural Review Board	5.00	$25 / meeting
Environmental Review Committee	5.00	Staff/Voluntary
Rent Stabilization Board	5.00	Voluntary
Tree Advisory Board	5.00	Voluntary
Traffic Safety Committee	8.00	Staff/Voluntary
Bluffs Advisory Board	7.00	Voluntary
Carpinteria First Committee	9.00	Voluntary
Integrated Pest Mgmt. Committee	9.00	Voluntary
	Total: 58.00	

IV. Expenditure Summary

Program: Advisory Boards and Commissions

Personnel

No changes are anticipated in the organization and function of the City's various Boards and Commissions. The appropriation for those appointments that receive stipends is based on meeting attendance and will remain unchanged. No other changes in this program are anticipated.

City of Carpinteria
2014-15 Adopted Budget

Fund: General Fund
Department: General Government

Program:
Legal Services

I. Program Summary

The City of Carpinteria secures legal services through a contract with the Santa Barbara law firm of Brownstein Hyatt Farber Schreck, LLP. The City also occasionally hires outside counsel for required legal services that the City Attorney cannot provide due to certain expertise being required, where a conflict of interest exists, or a similar situation.

II. Budget Summary

Program:	Legal Services				
	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$0	$0	$0	$0	$0
Contract Services	442,691	376,682	494,701	369,585	449,100
TOTAL EXPENDITURES	$442,691	$376,682	$494,701	$369,585	$449,100
NET INCOME/(SUBSIDY)	($442,691)	($376,682)	($494,701)	($369,585)	($449,100)

1017220	City Attorney Retainer	120,335	120,057	119,903	120,000	159,600	Contract Services
1017223	MHRS Ordinance	10,188	8,296	7,811	16,340	7,500	Contract Services
1017227	Third Party Attorney Services	4,580			6,245	5,000	Contract Services
1017228	Litigation	118,561	115,077	100,814	75,000	75,000	Contract Services
1017229	City Attorney Off-Retainer	122,117	133,361	241,989	150,000	199,500	Contract Services
1017309	Miscellaneous Expense	66,910	-109	24,184	2,000	2,500	Contract Services

III. Personnel Allocations

The annual retainer provides for City Attorney services, although the City frequently benefits from the services and expertise of additional attorneys at Brownstein Hyatt Farber Schreck, LLP.

IV. Expenditure Summary

The Legal Services Contract was updated in July, 2006. The contract is structured such that the Budget must address four major areas of cost: annual retainer, cost related to hours worked monthly in excess of the retainer limit of 50 hours, matters such as litigation and personnel that are outside of the retainer services, and the cost for any outside counsel the City may hire during the year.

The litigation budget reflects routine annual litigation expenditures. Extraordinary litigation costs are addressed through the Financial and Economic Uncertainty Reserve and are allocated as needed by the City Council.

City of Carpinteria
2014-15 Adopted Budget

Fund: General Fund
Department: General Government

Program: *City Administration*

I. Program Summary

The Administration program is responsible for providing information and recommendations to the City Council, implementing City Council policies and direction, managing the delivery of municipal services, addressing long range municipal strategic planning objectives, and providing clerical and administrative support to the Mayor, City Council and City Boards and Commissions, and prompt, professional,courteous service to the public.

This program has nine major activities:

- Council meeting agenda management
- Elections (every two-years)
- Policy advice, research and implementation
- Strategic planning
- Budget development and presentation
- Staff development, review and leadership
- Public relations
- Service delivery satisfaction
- Emergency management

II. Budget Summary

Program: City Administration

	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$0	$0	$0	$0	$0
Personnel	$272,822	$267,694	$286,078	$299,402	$290,632
Contract Services		25,000			
Other Operating Exp.	3,566	2,853	2,534	10,561	3,200
TOTAL EXPENDITURES	$276,388	$295,547	$288,612	$309,963	$293,832
NET INCOME/(SUBSIDY)	($276,388)	($295,547)	($288,612)	($309,963)	($293,832)

1012220 Contract Services 12		25,000				Contract Services
1012305 Dues & Subscriptions 12	1,317	1,216		7,813	1,200	Other Operating Expenditures
1012306 Meetings & Travel 12	832	565	1,160	1,148	400	Other Operating Expenditures
1012308 Supplies & Materials 12	1,417	1,072	1,375	1,600	1,600	Other Operating Expenditures
99000 Personnel	272,822	267,694	286,078	299,402	290,632	

III. Personnel Allocations

Position:	**FTE Allocation:**
City Manager	0.90
Assistant to the City Manager	0.46
City Clerk	0.25
Total	**1.61**

IV. Expenditure Summary

Personnel. The City Manager leads the administrative team, including the Assistant to the City Manager, the City Clerk, the Human Resources Administrator/Risk Manager, and the Emergency Services/Volunteer Coordinator, in providing the services under this Program umbrella.

Operating Expenses. Operating expenses include dues for various government and professional associations at the state and national level, and fees for participation in training and attendance at conferences by members of the administrative staff.

Contract Services. Contract Services for this program can include spending associated with minor grant consultation, legislative advocacy and unanticipated activities or contractual services that may arise throughout the year. The City Council approves these types of contract services and the associated budget when the contract expenditure exceeds the annual budget allocation to the program and when the expenditure amount that the City Manager is authorized to approve is exceeded.

V. Goal, Objectives and Performance Measures ☑

The Goal of the City Administration function is to develop and maintain a stable, reliable and professional local government organization that can efficiently and effectively carry out policy and legislation of the City Council, and meet community service needs and expectations.

Objectives	Performance Measures
◆ Prepare for City Council review and adoption the City's Annual Work Program with Strategic Initiatives and specific Department Work Programs items.	1. Meet weekly with Department Heads to coordinate and advance approved work plans 2. Provide mid-year and annual Work Program report 3. Conduct Department Head Performance Reviews wherein individual work plans reflect implementation of the City Work Program.
◆ Implement annual Budget Performance Measurements	1. Provide training and mentoring to Department Heads on the development and tracking of effective performance measures 2. Provide an annual report on measurable outputs to the City Council as a part of the budget.

Program: City Administration

Objectives	Performance Measures
◆ Monitor external and internal factors affecting the City government organization and make organizational adjustments as determined appropriate.	Participation in regional organizations and events such as that UCSB Economic Forecast project and reporting on demographic and financial trends affecting the organization.
◆ Public Outreach	Speak to at least two community groups annually about City activities, programs and issues or topics related to local government.
◆ Manage contracts for law enforcement and legal services and franchise agreements.	Contracts are implemented within budget; services delivered through the contracts are meeting community and organizational needs; and terms of agreements are being complied with.
◆ Monitor and evaluate customer satisfaction via surveys, interviews, and similar tools and take actions necessary to improve customer service.	Respond to a minimum of 10 customer service concerns annually by working with Department heads and implementing change where needed.

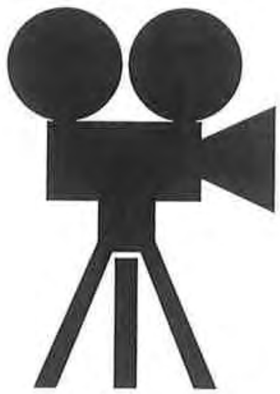
Program: City Administration

Objectives	Performance Measures
◆ Improve and maintain collaborative relations with other public agencies in the region and with the business community.	1. Participation in monthly meetings of the Southcoast Executives and the Carpinteria Valley Managers Group. 2. Representing the City at quarterly meetings of the Santa Barbara County Managers and Administrators group. 3. Membership/Participation on the Chamber of Commerce Board of Directors. 4. Coordination/Participation in at least four City Council committee meetings annually that involve interagency coordination/communication.
◆ Implement required/necessary local responses to federal and state mandated programs.	1. Maintenance of a legally sufficient local component of the Multi-Jurisdictional Hazard Mitigation Plan 2. Participation on the Operational Area Council 3. Maintaining an up to date Storm Water Management program permit 4. Ensuring that the City's interests are represented through SBCAG concerning regional land use planning and transportation projects such as the Highway 101 Interchanges and widening projects.

Program: City Administration

Objectives	Performance Measures
◆ Monitor County, State and federal legislation that may affect the City of Carpinteria, its programs and services, and assist City in advocating on certain issues.	1. Support the City Council in taking positions on legislation through analysis, staff reports, draft letters, etc. 2. Facilitate legislative advocacy where determined appropriate, for matters such as the State budget crisis, the federal Shoreline Erosion study, Trail-Rail crossings, and freeway interchange improvements.
◆ Maintain property values and quality of life in the City's residential neighborhoods and commercial districts.	Develop and manage an implementation strategy for the recommendations of the Neighborhood Preservation Committee and work with the business community to ensure public health, safety and general welfare.
◆ Development of an overarching policy relating to energy conservation, clean water, and waste reduction/recycling.	1. Organize City environmental programs under a Program umbrella that allows for the City Council to make informed policy choices 2. Continue and expand coordination and partnering with agencies and organizations that have expertise and experience in this policy area in order to save the City time and expense in developing and implementing environmental programs.

Fund: General Fund, PBIA
Department: General Government



Program: *Communication and Community Promotions*

I. Program Summary

Communication and Community Promotions.

The City Council emphasizes the importance of citizen participation in the City's policy developing process and, as a means toward achieving this, continues to work toward enhancing and improving the technical quality of presentations and transmission of City and public meetings, special event videotapes and the Community Scroll.

The City's Communication and Community Promotions program includes live broadcasts of public meetings, production and broadcasting of special events, programs, and a community video bulletin board scroll on Government Access Television (GATV) Channel 21. The City also prepares and distributes a City Newsletter to help keep the community informed. The Assistant to the City Manager is responsible for this portion of the Communication and Community Promotions Program.

Volunteer Services.

Volunteers provide a broad source of expertise, talent, and support for City programs and services. Volunteers assist with special events, greet visitors, foster animals, conduct tours, clean up creeks and so much more. The Volunteer Services Coordinator manages city-wide volunteer efforts and facilitates the engagement of the community in local government. 35% of the time for this position is allocated to the Communication and Community Promotions Program, which includes the HOST program, the Neighbor-to-Neighbor program and general Volunteer Services.

Program: Communication and Community Promotions

The City engages approximately 200 local residents in voluntary service to the City annually. The time and talent generously donated by volunteers positively impacts almost every department within the City and sheds positive light upon the City and its residents.

Parking and Business Improvement Area Assessment District No. 4.

The City's Parking and Business Improvement Area Assessment District No. 4 provides parking and business promotion services to the area known as the Downtown "T". A Council-appointed Downtown-T Business Advisory Board, or DTBAB (formerly known as the Parking and Business Improvement Area Advisory Board or PBIAAB) oversees the Assessment District. The City's Department of Public Works, Management Analyst serves as primary staff support for the DTBAB.

All businesses within the boundaries of the Assessment District are subject to an annual General Business Assessment fee, and where applicable, to a special Parking Benefit Assessment which is used to reimburse the City's General Fund for costs associated with the three public parking lots located in the District. By Ordinance, parking assessment fees must be used exclusively for the purpose of acquisition, construction, development and maintenance of off-street parking. Funds derived from the business assessment fees must be used exclusively for the benefit of general business promotion and improvements within the boundaries of the District. This year's budget is based on 137 active businesses in the District.

II. Budget Summary

Program: Communication and Community Promotions

Program:	Communication and Community Promot				
	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$12,496	$13,873	$12,299	$14,519	$13,904
Personnel	$99,704	$97,830	$104,549	$109,418	$103,492
Contract Services	8,684	9,432	11,622	12,700	18,726
Other Operating Exp.	12,802	8,669	14,927	19,100	29,250
Minor Capital	19	-123	58		-123
TOTAL EXPENDITURES	$121,209	$115,808	$131,156	$141,218	$151,345
NET INCOME/(SUBSIDY)	($108,713)	($101,935)	($118,857)	($126,699)	($137,441)

1010182	VIDEO TAPE SALES	180	140	160	200	200	Charges for Services
1045220	Contract Services 45					8,000	Contract Services
1045303	Printing & Advertising 45	9,733	8,191	8,296	10,000	12,900	Other Operating Expenditures
1045305	Dues & Subscriptions 45	170	178	488	450	1,050	Other Operating Expenditures
1045306	Meetings & Travel 45	200		1,531	3,150	3,000	Other Operating Expenditures
1045308	Supplies & Materials 45	2,699	300	4,611	5,500	12,300	Other Operating Expenditures
1070410	Kiosk	19	-123	58		-123	Minor Capital
3838101	INTEREST INCOME 38	516	501	58	384	204	Interest
3838385	GEN'L BUSINESS ASSESSMENT	11,800	13,232	12,081	13,935	13,500	Assessments
3845222	Marketing/Project Carpinteria	901	8,498	8,807	12,000	8,300	Contract Services
3845228	Downtown T Promotions	7,783	934	2,816	700	2,426	Contract Services
99000	Personnel	99,704	97,830	104,549	109,418	103,492	

III. Personnel Allocations

Position:	FTE Allocation:
Assistant to the City Manager	0.100
Volunteer Services Coordinator	0.350
GATV Production Coordinator	0.040
GATV Production Assistant	0.080
Human Resources Administrator	0.020
Public Works Management Analyst	0.100
Receptionist	0.250
Total	**0.940**

IV. Expenditure Summary

Personnel

- Assistant to the City Manager Oversees the production and broadcasting of programs on GATV, including monitoring and overseeing maintenance of equipment; supervises personnel assigned to this Program; serves as Chairman of the Editorial Board for the City Hall Newsletter.

Program: Communication and Community Promotions

- Public Works Management Analyst Provides staff support to the Downtown-T Business Advisory Board and assists in coordination of activities and events in the Downtown "T".

- Volunteer Services Coordinator Recruits, engages, recognizes, supports and partners with volunteers across all programs. More specifically, this position identifies productive and creative volunteer roles; manages and tracks volunteer efforts; brings visibility and recognition to City volunteers in the community; creates and implements volunteer trainings; and develops effective ways to keep all volunteers informed and connected to City programs. The Coordinator manages responsibilities associated with the City's General Volunteer Program and manages two specific Volunteer Services programs: the HOST program and the Neighbor-to-Neighbor program. The Coordinator also serves on the Editorial Board of the Quarterly Newsletter.

- Receptionist Performs duties related to the Community Scroll system.

- GATV Production Coordinator Oversees production of broadcasting and taping of government meetings, special events and programs to effectively provide the community with timely information. Also, as needed, operates video production equipment for transmitting and taping of programming over the City's Government Access Television (GATV) Channel 21, including gavel-to-gavel coverage of local government meetings. Primarily responsible for in-house video productions, special events, and public service announcements. Also, responsible for training GATV Production Assistant.

- GATV Production Assistant Operates video production equipment for transmitting and taping of programming over the City's Government Access Television (GATV) Channel 21, including gavel-to-gavel coverage of local government meetings, taping of special events, and public service announcements.

Expense Summary

Appropriations include:

- Allocation for supply and material expenses includes funds to cover costs associated with the operation of the General Volunteer Services program, the City's HOST program and the City's Neighbor-to-Neighbor program.

- The Printing and Advertising appropriation covers the costs for the preparation and distribution of three issues of the City Newsletter the contents of which are prepared in-house and is printed and distributed as an insert in the local newspaper, City brochures and promotional fliers, as well as printing and advertising costs for the Volunteer Services program, including the HOST program and Neighbor-to-Neighbor program.

Program: Communication and Community Promotions

- The appropriation for Dues and Subscriptions includes an allocation for annual dues related to the National Association of Volunteer Programs in Local Government and Visit Santa Barbara as well as subscription services related to the volunteer management database.

- The Meetings and Travel appropriation includes funds to cover the cost of volunteer recognition events and associated event expenses, such as awards.

PARKING AND BUSINESS IMPROVEMENT AREA (Assessment District No. 4)

The annual $119 general business assessment fees paid by businesses in the Downtown "T" area are restricted and must be used to fund business promotional activities, events, and minor maintenance on behalf of the Downtown merchants.

Revenue for FY 2014-15 is estimated to be $16.303, based on the 137 active businesses in the Downtown "T". A fund balance carried forward from previous years is reserved for special projects in the Downtown "T".

Business Promotion
Activities and Events
Special Projects and Downtown Revitalization

Downtown "T" Business Promotions $2,426

- Monies are allocated by the Downtown-T Business Advisory Board for coordination of programs throughout the year to support downtown businesses, including advertising for the various Downtown "T" events.

- Assessment District #4 Activities and Events $8,300

  This appropriation is for planning and promotion of events and maintenance activities in the Downtown "T" geared toward fulfilling the goals and objectives of the City's Community Marketing Plan, a collaborative plan developed in 1993 by representatives of the City and the Carpinteria Valley Chamber of Commerce.

  On-going events and maintenance activities sponsored by the DTBAB on behalf of the Downtown merchants include:

  - *Preparation and distribution of a downtown Courtesy Map,*
  - *Purchase and display of Flag systems in Downtown "T",*
  - *Sponsorship of the Independence Day and Holiday Spirit Parades,*
  - *Halloween Safe Trick or Treating in the Downtown "T".*
  - *Increase maintenance activities to maintain an attractive Downtown environment to increase tourist appeal.*

Program: Communication and Community Promotions

V. Goals, Objectives and Performance Measures ☑

The goal of the Communications and Community Promotion Program is to provide a wide variety of public and community information services to residents and visitors via the City's Government Access Television Channel 21, the City newsletter, the HOST program, and as needed through a Public Information Officer.

Objective	Performance Measures
◆ Coordinate and monitor release of public information on behalf of the City.	1. Serve as Public Information Officer as needed 2. Coordinate release of information with City Manager and Department Heads 3. Respond to calls for release of information as directed by City Manager.
◆ Video/Audio Equipment for Government Access Ch. 21. (On-going)	1. Coordinate repair and maintenance of video/audio equipment as needed 2. Administer franchise agreement with Cox Communications as needed. 3. Administer the City's agreement with the Community Media Access Center as needed.
◆ Oversee coverage of the following meetings: City Council, Planning Commission, Carpinteria Special Districts, and other special government meetings as needed. Also, coordinate broadcasting of other meetings, as they may arise (both in the Council Chambers and off-site).	1. GATV Production Coordinator to coordinate schedule with GATV Production Assistant to broadcast and record meetings of the City Council, Planning Commission, and Carpinteria Special Districts held in the Council Chambers 2. Oversee rebroadcasting of meetings 3. Schedule live broadcast and/or airing of rebroadcast of other government meetings as requested by City Council and/or City Manager to increase public involvement and awareness.

Program: Communication and Community Promotions

Objective	Performance Measures
◆ Review DVD's and videotapes that are submitted to the City for consideration for broadcasting.	1. Within five business days of receipt, review all submitted VHS/DVD recordings for airing on GATV channel 21 2. Communicate decision on whether to air submitted programming within 5 business days after review.
◆ Provide coverage of City sponsored/approved events.	1. Provide for airing of City sponsored and approved meetings, forums, Emergency Alert broadcasts and other special event programming that falls within the guidelines of the City's GATV Policy 2. Coordinate with Carpinteria Special Districts regarding use of the City's GATV channel 21.
◆ Production and distribution of three issues of the City Newsletter (Winter or Spring, Summer, and Fall editions).	1. Oversee and participate in preparation and editing of three City Newsletters.
◆ Participate and represent the City in various community events.	1. Support and participate in community activities and represent the City on the annual Community Award Banquet Committee 2. Support events taking place in the Downtown "T", including Independence Day activities, Holiday Spirit activities, Halloween Safe Trick or Treating.

Program: Communication and Community Promotions

Objective	Performance Measures
Provide staff support for Council appointed Downtown-T Business Advisory Board, or DTBAB (formerly Parking and Business Improvement Area Advisory Board, or PBIAAB).	1. Confer with Chairman of the Board/Committee to schedule and coordinate meetings and assist in preparation and posting of agendas. 2. Ensure meetings are officially noticed and in compliance with California's Brown Act. 3. E-mail agenda and copy of minutes of previous meeting to each of five Board members. 4. Provide copy of approved minutes to City Council and City Manager.
Ensure coordination between the staff DTBAB representative and the HOST Program Coordinator and Carpinteria First staff liaison regarding events of mutual interest in the Downtown.	Staff DTBAB representative, the Coordinator of Volunteer Services, and the City's Carpinteria First Committee liaison to meet as needed to coordinate events of mutual interest.
Provide resources and support for the DTBAB.	1. Attend scheduled meetings, plan short term and long-term projects and events. 2. Maintain annual calendar of events. 3. Support and assist DTBAB in coordinating activities, keeping merchants advised of upcoming events and encouraging merchants to participate in events and projects taking place in the Downtown "T." 4. Assist with DTBAB-sponsored annual events in the Downtown "T" including the Independence Day Parade, Halloween Safe Trick or Treating, and Holiday Spirit Parade.

Program: Communication and Community Promotions

Objective	Performance Measures
Assist in determining annual revenue and preparing annual Assessment District No. 4 budget.	1. Determine anticipated revenue from Business Assessment fees paid by Downtown merchants and allocate funds for annual budget. 2. Monitor budget and keep Board advised of status of revenues and expenditures on monthly basis.
Assist in preparing annual Assessment District No. 4 report for City Council.	1. Meet with DTBAB Chairman to review year's calendar of events, revenue and expenditures. 2. Provide updated information to Board prior to their making recommendations regarding parking assessments and general business assessment fees. 3. Prepare annual report to City Council for signature of Board members.

Volunteer Services:

Goal #1: Strengthen our ability to recruit, engage, recognize, support and partner with volunteers across all programs and all levels.

Objectives	Performance Measures
Develop and implement strategy for collaborating with departments in the recruitment, engagement, recognition and support of volunteers.	1. Manage a city-wide volunteer management database to track City volunteers, manage volunteer contact information and positions, record volunteer activity and maintain program rosters.
Increase community investment by bringing visibility to and engaging community members in the programs and services the City has to offer.	1. Formalize the City Volunteer Program by developing position descriptions for all volunteer positions offered and collect application packets for all City volunteers. 2. Create a standardized volunteer intake process for all City volunteers.

Program: Communication and Community Promotions

Develop and implement a standardized, city-wide volunteer recognition program to bring consistency and equality to the recognition of City volunteers across programmatic lines.	1. Design and host a volunteer recognition event for all City volunteers.
Develop strategy for creating more consistent communications with City volunteers and implement communications plan.	1. Create and distribute quarterly communication to all City volunteers.

Goal #2: Celebrate and enrich the lives of Carpinteria residents and visitors by creating a hospitable and welcoming environment through enhanced distribution and communication of information.

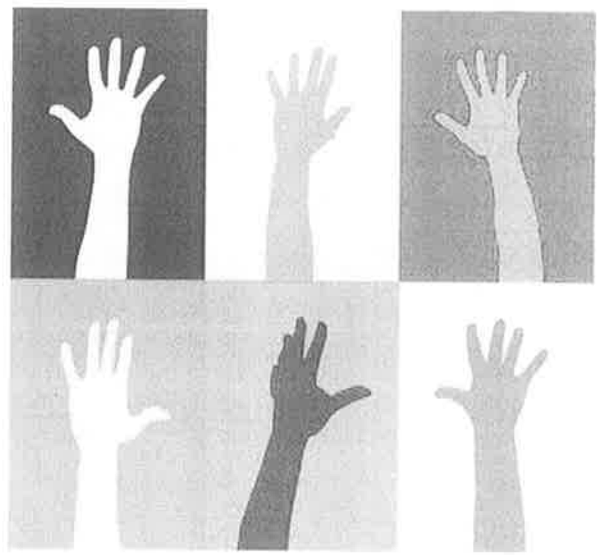
Objectives	Performance Measures
Develop and implement standard operating procedures for the HOST program.	1. Create and facilitate HOST volunteer and Day Captain trainings. 2. Manage HOST kiosk materials, distribution and kiosk utilization policy.
Develop informative signs, maps and panels to enhance the visitor experience in key locations downtown.	1. Design and install new window panels at the Visitor Center. 2. Design and install new visitor maps at the State Beach and downtown parking lot.

Goal #3: Strengthen the City's ability to communicate and partner with residents on issues facing their neighborhoods and strengthen the social fabric of City neighborhoods by creating a Neighbor-to-Neighbor (NTN) Program.

Objectives	Performance Measures

Program: Communication and Community Promotions

Develop a Neighbor to Neighbor (NTN) pilot program.	1. Create NTN program materials for outreach, instruction and education. 2. Create neighborhood maps.



City of Carpinteria

2014-15 Proposed Budget

Fund: General Fund
Department: General Government

Program: *Economic Vitality*

I. Program Summary

The City's Economic Vitality program consists of activities of all City Departments including General Government, Administrative Services, Community Development, Public Works and Parks & Recreation. The Economic Vitality Program is overseen by the City Manager's office with significant responsibilities assigned to the Assistant to the City Manager. The integrated nature of the Economic Vitality Program in the City organization is fundamental to its approach in promoting economic growth in the Carpinteria community.

The overarching purpose of the program is to help to establish and maintain a vital local economy with successful businesses that meet the needs of both residents and visitors. The program includes serving the needs of visitors to the City, business retention, and support for the growth of local businesses. These efforts can also support local services by generating local government revenues through retail and business-to-business sales tax, transient occupancy tax, and area employment opportunities. Specific Department led elements of the Economic Vitality program include:

Development Services

- City Policies & Guidelines – City staff manages programs and services that provide a framework for the physical development of the City which encourages private investment and promotes the City as an attractive and safe place to live, work and visit.

- Development Review Process / Assistance -- staff meets with interested builders / developers to discuss both the process and the development (or redevelopment) potential for properties in the City. These efforts provide a helpful frame-work that balances development requests with City policy goals and objectives.

- Staff provides support to appointed citizen and staff committees including the Architectural Review Board, the Planning Commission, the Interdepartmental Advisory Group, and represents the City on a regional housing and planning groups.

Infrastructure Maintenance & Capital Projects

- Providing capital improvement projects (i.e., 101 interchanges project, Carpinteria Avenue Bridge Replacement, etc.) as well as on-going programs to maintain and improve the City's public areas such repairing pavement, curb, gutter and sidewalk, cleaning and painting street furnishings, and trimming and replacing street trees impacts the local economy by encouraging private investment and quality of life for both residents and visitors.

- City staff also provides support to the Downtown-T Business Advisory Board, the Traffic Safety Committee and the Tree Advisory Board, and represents the City on regional transportation matters.

Parks & Recreation

- The Department is responsible for an array of passive and active recreational facilities (i.e., various parks, the City beach, the Veterans Memorial building, etc.), and recreational services that support property values and quality of life for residents, employees of Carpinteria businesses, and visitors to Carpinteria.

Environmental Stewardship

- Various City policies provide for environmental stewardship that include open space provisions, protection of sensitive habitat, watershed management, creek protection, etc. Policies are implemented through a variety of programs/activities including through public education, enforcement of regulations and maintenance activities. These efforts maintain and enhance precious and unique qualities of the community.

Business Assistance

- Business Retention & Recruitment – Staff undertakes activities to assist in the retention of existing businesses and recruitment of new businesses including general business related assistance, business visitations, maintenance of on-line Available Commercial Property inventory, and quarterly review of sales tax data.

- Promotion – City staff works with the Carpinteria Valley Chamber of Commerce on efforts that promote the City and support business such as the Tourism Business Improvement District, Carpinteria First committee activities, and the City/Chamber committee which meets to discuss and work on cooperative projects and programs aimed at enhancing the business climate.

II. Budget Summary

Program: Economic Vitality

	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$0	$0	$0	$0	$0
Personnel	$47,313	$46,424	$49,612	$51,923	$49,714
Contract Services	2,095	1,270	7,245	4,225	8,000
Other Operating Exp.	29,185	20,799	26,868	28,073	28,750
TOTAL EXPENDITURES	$78,593	$68,493	$83,725	$84,221	$86,464
NET INCOME/(SUBSIDY)	($78,593)	($68,493)	($83,725)	($84,221)	($86,464)

1044220 Contract Services 44	1,195	1,270	7,245	4,225	8,000	Contract Services
1044225 Sales Tax Audit 10	900					Contract Services
1044302 Marketing Materials	27,402	19,053	25,016	26,000	26,000	Other Operating Expenditures
1044305 Dues & Subscriptions 44	1,150	1,300	1,295	1,300	1,300	Other Operating Expenditures
1044306 Meetings & Travel 44	54	26	65	269	750	Other Operating Expenditures
1044308 Supplies & Materials 44	579	420	493	504	700	Other Operating Expenditures
99000 Personnel	47,313	46,424	49,612	51,923	49,714	

III. Personnel Allocations

Position:	**FTE Allocation:**
Assistant to the City Manager	0.40
Total	0.40

IV. Expenditure Summary

Personnel. Personnel costs for this program consist of 40% of the Assistant to the City Manager's time.

Operational / Service Expense.

Meetings & Travel.
This allocation is for attendance at an economic development related conference and/or seminar (e.g., CALED annual conference, Main Street conference, etc.). It also includes expenses related to lunch/breakfast meetings with business community representatives and misc. meetings.

Supplies & Materials
Includes miscellaneous general supplies and materials as well as a stipend for the cost of a cellular phone.

Marketing Materials
The costs associated with this line item relate to expenses associated with Carpinteria First activities.

Contract Services.
Support of Santa Barbara County's Green Business Program as well as miscellaneous contract services which may include sponsorship of the UCSB Economic Forecast Project, tourism data, various Economic Vitality related information/research/updates, Carpinteria Valley Chamber of Commerce projects approved by the City, Chamber Directory ad, etc.

V. Goal, Objectives and Performance Measures ☑

The overarching goal of the Economic Vitality program is to establish and maintain a vital local economy with successful businesses that meet the needs of both residents and visitors.

Objectives	Performance Measures
◆ Fill commercial real estate vacancies in the City.	1. Initiate contact with owners/representatives of high profile commercial real estate vacancies to discuss ways in which the City can provide assistance. 2. Reduction in City commercial real estate vacancy rates
◆ Provide assistance to new and existing businesses, acting as a liaison, with regard to City/business issues, relocation, expansion needs, etc.	1. Businesses that require general assistance (e.g., signage, additional parking, etc.) will receive an initial call to discuss their issues within two business days. 2. Increase in City jobs growth

Program: Economic Vitality

Objectives	Performance Measures
◆ Enhancement of City sales tax revenues.	1. Monitor various top sales tax producers on an annual basis. Discussion topics to include lease status, plans to expand or relocate, miscellaneous business concerns, etc. 2. Meet quarterly with City's sales tax auditor to review data and identify opportunities (e.g., new businesses in the City, etc.)
◆ Represent City on applicable economic development related committees and attend applicable business functions.	1. Participation in Chamber/City sub-committee meetings. 2. Participation at Chamber functions (e.g., Chamber mixers, Annual Chamber banquet, etc.), attend annual UCSB Economic Outlook Seminar.
◆ Conduct business visitations / tours to establish rapport with local companies and discuss any business related concerns or issues. ◆ Assist building owners/real estate agents by maintaining a database of buildings and sites in the community available for businesses.	1. Arrange one meeting every quarter with local businesses (e.g., top employers, sales tax producers, new businesses, etc.). As timing and schedules permit. Invitees will include two Council members, City Manager, Assist. to the City Manager, and Chamber representatives. 2. Update database every other month (or as needed) and e-mail periodic inventory updates to real estate contacts.

Program: Economic Vitality

Objectives	Performance Measures
◆ Provide staff support for Council-appointed "Carpinteria First" Community Committee.	1. Provide staff support for Carpinteria First Committee, setting goals and objectives and establishing annual budget. 2. Confer with Committee/Committee Chair to schedule and coordinate meetings and assist in preparation and posting of agendas. 3. Ensure meetings are noticed and in compliance with the Brown Act. 4. E-mail agenda and draft minutes of previous meeting to Committee members. 5. Support Carpinteria First Committee in coordinating activities, keeping merchants advised of upcoming events and encouraging merchants to participate in events and projects taking place in the Downtown "T", Casitas Plaza and Shepard Place. 6. Maintain annual calendar of events.

City of Carpinteria
2014-15 Adopted Budget
Fund: General Fund
Department: General Government

Program:
Community Services Support

I. Program Summary

The City of Carpinteria provides financial assistance to various community groups that offer social service or recreational programming. Assistance has been allocated to agencies that have demonstrated, in the view of the City Council, the ability to fulfill a community need.

A variety of local and regional organizations are appropriated in the 2014-15 budget to receive support from the City of Carpinteria.

II. Budget Summary

Program: Community Services Support

Program: Community Services Support

	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$0	$0	$0	$0	$0
Personnel	$1,868	$1,833	$1,959	$2,050	$1,962
Contract Services	88,863	80,903	97,598	97,703	103,103
TOTAL EXPENDITURES	$90,731	$82,736	$99,557	$99,753	$105,065
NET INCOME/(SUBSIDY)	($90,731)	($82,736)	($99,557)	($99,753)	($105,065)

1046211 Carp Cares	4,660	4,700	4,395	4,500	1,400	Contract Services
1046212 Boys & Girls Club Funding	17,000	17,000	17,000	17,000	17,000	Contract Services
1046213 Girls Inc Funding	17,000	17,000	17,000	17,000	17,000	Contract Services
1046217 SB County Branch Library	18,000	10,000	27,000	27,000	35,500	Contract Services
1046222 CAC Senior Nutrition	10,000	10,000	10,000	10,000	10,000	Contract Services
1046223 Catholic Charities	7,500	7,500	7,500	7,500	7,500	Contract Services
1046224 South Coast Task Force on Youth Gangs	10,703	10,703	10,703	10,703	10,703	Contract Services
1046228 Rape Crisis Center	4,000	4,000	4,000	4,000	4,000	Contract Services
99000 Personnel	1,868	1,833	1,959	2,050	1,962	

Program: Community Services Support

III. Personnel Allocations

Position:	***FTE Allocation:***
Assistant to the City Manager	.015
Total	.015

IV. Goal, Objectives and Performance Measures ☑

The goal of the City's Community Services Support program is to partner with, primarily, a core group of community and area organizations that provide social services and recreation programs to the Carpinteria community.

Objectives	Performance Measures
◆ Timely submittal of Community Service applications to providers for the 2014-2015 fiscal year.	Submit Community Service applications to the various providers 45 days prior to the first 2014-2015 City budget hearing.
◆ Timely submittal of 2014-15 contracts to Community Service providers.	Forward contracts to the City's various community service providers, as well as any other designated community service grant recipients, within 60 days of the passage of the 2014-15 City budget.
◆ Complete Community Service Contracts with service providers.	Obtain appropriate signatures and transmit completed contracts to service providers.

City of Carpinteria

2014-15 Proposed Adopted Budget

Fund: General Fund
Department: General Government

Program: *Records Management*

I. Program Summary

The Records Management program ensures the recordation and preservation of organization-wide records as provided by state and municipal law. Records administration provides a variety of support and information services to the Council, public, and staff. Program goals include: 1) open and informed public decision making; 2) complete and accurate records of Council actions and policies, and 3) prompt responses to requests for information. The records management program has seven major activities.

Information dissemination. Preparing and coordinating legal and promotional publications and posting of ordinances, resolutions, public hearings, advisory body vacancies; preparing legal notices, researching legislative data, providing central information, telephone and lobby support at City Hall.

Council meeting agenda coordination. Coordinating and scheduling agenda items, reviewing, assembling, distributing agenda reports, and posting agenda and reports to the Internet.

Records management. This program serves to maintain City records in an identifiable and accessible manner in order to fulfill public, legal, and historical requirements for preservation of information. Components of Records Management include the legislative indexing system, storage of historical documents, and destruction of obsolete records. The Program also involves recording and preserving Council minutes, managing official records of Council actions (ordinances, resolutions, deeds and agreements), codifying and disseminating the City's Municipal Code and related policies.

Ministerial duties. Administering oaths of office, attesting and sealing official documents, and receiving service of legal documents and claims against the City.

Fair Political Practices Commission (FPPC) Filings. The City Clerk serves as the City's Filing Officer for all filings required by the Political Reform Act of 1974. This includes receipt and review of Campaign Statements and Annual Statements of Economic Interest.

Brown Act compliance. The City Clerk ensures that all agendas for advisory body meetings and advisory body subcommittee meetings are completed and posted within the minimum time allowed by law.

Agreement processing. Maintain all City agreements with contractors, consultants, property owners, etc., following approval by the City Council. Monitor annually for compliance, renewal of any insurance (liability, workmen's compensation, etc.) required in agreements.

II. Budget Summary

Program:	Records Management				
	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$621	$500	$651	$800	$800
Personnel	$56,797	$55,729	$59,556	$62,330	$72,111
Contract Services	2,819	1,646	3,331	8,500	9,000
Other Operating Exp.	10,803	9,505	8,925	12,900	13,270
TOTAL EXPENDITURES	$70,419	$66,880	$71,813	$83,730	$94,381
NET INCOME/(SUBSIDY)	($69,798)	($66,380)	($71,162)	($82,930)	($93,581)

1010181 CITY CLERK CHARGES	621	500	651	800	800	Charges for Services
1011221 Contract Services 11	2,819	1,646	3,331	8,500	9,000	Contract Services
1011303 Printing & Advertising 11	9,915	7,688	8,297	10,000	10,000	Other Operating Expenditures
1011305 Dues & Subscriptions 11	203	255	335	400	300	Other Operating Expenditures
1011306 Meetings & Travel 11	100	367	69	1,500	1,150	Other Operating Expenditures
1011308 Supplies & Materials 11	585	1,195	224	1,000	1,820	Other Operating Expenditures
99000 Personnel	56,797	55,729	59,556	62,330	72,111	

III. Personnel Allocations

Position:	**FTE Allocation:**
City Clerk	0.55

Program: Records Management

Total 0.55

IV. Significant Annual Changes

Reductions
- None

Increases
- None

Personnel. Records Management is the primary responsibility of the City Clerk and encompasses all the activities listed previously under the Program Summary.

Operational Expenses. Other than personnel cost, the primary cost associated with this program are expenses for printing and advertising primarily as related to Brown Act requirements for public noticing. Also included are dues/subscriptions for the City Clerk Association and International Institute of Municipal Clerk meetings, travel to City Clerk meetings, and supplies and materials.

Contract Services. Appropriation for services of Municipal Code Corporation for updating both on paper and on City website of City's codified Municipal Code, and temporary staffing services as needed.

V. Goals Objectives and Performance Measures ☑

The Goal of the Records Management Program is to provide internal and external customers maximum access to accurate and timely information.

Objective	Performance Measures
◆ Insure that the City conducts their business in an open manner in compliance with State and local laws, e.g., the Brown Act.	1. Prepare 80 public notices for publication in newspaper, post at required locations, and mail to all required parties/agencies. 2. Provide written notice to all property owners within 300' radius of projects as required. 3. Prepare notices of vacancies for all boards/commissions.

Program: Records Management

Objective	Performance Measures
◆ Provide for the complete and timely distribution, publishing and posting of City Council meeting agenda packets.	1. Publish, distribute, and post minimum of 24 City Council agenda packets (139 reports). 2. Publish and post 4-6 agenda packets for special meetings.
◆ Maintain the City records in an organized and accessible manner. ◆ Insure timely compliance with all Public Records Act Requests.	1. Process packets for destruction 2. Attend and transcribe 24 sets of minutes of regular City Council meetings and 4-6 special meetings. 3. Respond to 10 Public Records Act Requests.
◆ Implement the City's Records Retention Program by preparing old records in off-site storage for destruction.	Process minimum of 75 records (files) for destruction annually.
◆ Insure compliance with requirements of the Fair Political Practices Commission.	Process required 67 Annual Statements of Economic Interest Form 700 for Council, Boards, Commissions, Committees, and staff.
◆ Provide for the City's processing of Agreements.	Retain 125 various types of agreements and process 8 new agreements annually.

Fund: General Fund
Department: General Government

Program: *Elections*

I. Program Summary

The elections program conducts City Elections for elective offices, initiatives, referenda and recalls. Program goals are 1) elections which conform to the State Elections Code; and 2) a high level of voter participation and turnout.

This program has two major activities:

Election administration. Conducting regular and special elections in conjunction with consolidation of election with Santa Barbara County Election Division, including preparation of required resolutions, preparing and advertising legal notification in compliance with state and municipal law, reviewing and updating the City's election manual to accommodate revisions to State Elections Code and new Fair Political Practices Commission rulings.

Disclosure reporting. Processing and approving campaign financial disclosure statements, publishing legal notices regarding disclosure, overseeing candidate conflict of interest filings.

Program: Elections

II. Budget Summary

Program: **Elections**

	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15	
TOTAL REVENUE	$0	$0	$0	$0	$0	
Personnel	$20,654	$20,266	$21,658	$22,666	$6,009	
Contract Services	12,422	171	8,472	300	10,156	
TOTAL EXPENDITURES	$33,076	$20,437	$30,130	$22,966	$16,165	
NET INCOME/(SUBSIDY)	($33,076)	($20,437)	($30,130)	($22,966)	($16,165)	
1011211 Elections Contract	12,422	171	8,472	300	10,156	Contract Services
99000 Personnel	20,654	20,266	21,658	22,666	6,009	

III. Personnel Allocations

Position:	**FTE Allocation:**
City Clerk	0.20

IV. Expenditure Summary

Personnel: A portion of City Clerk's time (20%) is allocated every other year to administer the Municipal Election.

Operational Expense: This appropriation covers the costs of required candidate forms and Elections Handbook supplied by Martin & Chapman Co., revised California Election Code and preparation of City Elections Guide.

Contract: The City contracts with Santa Barbara County Elections Division for consolidation of the November election every other year and any special elections. Services provided by the Elections Division include: coordinating election with City Clerk, appointment of precinct boards, designating voting precincts, printing of ballots, opening and closing of polls, counting of ballots, canvassing returns and all other proceedings incidental to and connected with an election.

Program: Elections

V. Goal, Objective and Performance Measures ☑

The goal of the Election Program is to administer and coordinate municipal elections.

Objectives	Performance Measures
❖ Conduct a general municipal on November 4, 2014	1. Prepare for adoption by the City Council, all required resolutions calling, requesting consolidation and setting guidelines for candidate statements. Following Council Adoption process documents for approval by the Santa Barbara County Board of Supervisors. 2. Prepare candidate Election Guide and assemble candidate packets of all required forms and/or information. 3. Coordinate entire election process with Santa Barbara County Elections Division. 4. Work with candidates to assure that all required filings are completed in a timely manner. 5. Provide assistance to all candidates during the election process.
❖ Provide for the timely assuming of office by all elected councilmembers.	1. Work with the County Elections to complete canvass of election. 2. Prepare resolutions certifying election for Council Adoption. 3. Administer oaths of office and file final required documents for newly elected officials.

City of Carpinteria
2014-15 Proposed Budget

Fund:General Fund
Department: General Government

Program: *Staff Recruitment, Retention, and Development*

I. Program Summary

The Human Resources administrative function of the organization is responsible for the coordination of staff recruitment, selection, training and evaluation of employees; coordination of compensation and employee benefit programs; employer-employee labor negotiations, implementation of the City's personnel management goals and objectives and implementing new personnel policies and procedures as required by Federal and State regulations.

This program has five major activities:

- Staffing and recruitment
- Employee Training
- Benefits Administration
- Labor Relations
- Employee Relations and Activities

Program: Staff Recruitment, Retention & Development

II. Budget Summary

Program:	**Staff Recruitment, Retention and Develc**				
	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$0	$0	$0	$0	$0
Personnel	$91,304	$89,588	$95,741	$100,200	$92,582
Contract Services	13,565	4,162	7,902	13,610	12,352
Other Operating Exp.	19,193	11,069	12,119	19,350	21,345
Non-Operating Exp.	11,615	10,195	13,904	38,000	8,000
TOTAL EXPENDITURES	$135,677	$115,014	$129,665	$171,160	$134,279
NET INCOME/(SUBSIDY)	($135,677)	($115,014)	($129,665)	($171,160)	($134,279)

1016220	Employee Assistance Program	2,010					Contract Services
1016221	Fitness Program	7,147	1,357	5,026	5,610	5,212	Contract Services
1016228	Employee Training	4,408	2,805	2,877	8,000	7,140	Contract Services
1016303	Recruitment Advertising	14,548	3,287	4,926	7,500	14,600	Other Operating Expenditures
1016305	Dues & Subscriptions 16		145	155	400	145	Other Operating Expenditures
1016306	Meetings & Travel 16	226	40	550	850	100	Other Operating Expenditures
1016308	Supplies & Materials 16	725	1,482	867	1,800	1,000	Other Operating Expenditures
1016309	Health & Safety		61		800	800	Other Operating Expenditures
1016310	Employee/Public Relations 16	1,098	1,525	2,382	5,000	2,500	Other Operating Expenditures
1016312	Flexible Benefits Admin	1,782	1,434				Other Operating Expenditures
1016320	Pre-placement Health Screen	814	3,095	3,239	3,000	2,200	Other Operating Expenditures
1072211	Personnel Services	11,615	10,195	13,904	38,000	8,000	Non-Operating Expenditures
99000	Personnel	91,304	89,588	95,741	100,200	92,582	

III. Personnel Allocations

Position:	FTE Allocation:
Human Resources Administrator	**0.75**
Total	**0.75**

IV. Expenditure Summary

Personnel

Human Resources Administrator - This is a full-time position responsible for Staff Recruitment, Retention, Employee and Labor Relations and Development and Risk Management.

Employee Training

- The Employee Training allocation provides for employee participation in computer classes, customer service, professional development, supervisory skills, project management, emergency and safe workplace training, legally required employee training such as Harassment, Discrimination and Retaliation Prevention training and hazardous material and first response training for Public Works employees. Training for CPR and First Aid certification is also provided for employees, as well as other specialized training for recreation personnel.

- The training allocation includes California Powers Insurance Authority (CJPIA), Lynda.com software training and 3rd party training seminars.

Operational/Service expense

- Recruitment and Advertising The City carries out an extensive recruiting and advertising program for open positions in order to attain the best candidates to fill existing vacancies.

- Meetings and Travel - Funds are included for the Human Resources Administrator to attend various meetings pertaining to the area of Human Resources, Health and Benefits. The allocation also includes funding for staff members to attend training workshops sponsored by the California Joint Powers Insurance Authority, and 3rd party training seminars.

- Pre-placement expenses - This allocation includes costs for pre-placement health screens and testing, Fitness for Duty examinations, identification cards and photographs, and criminal background check of recreation personnel in compliance with the California Public Resources Code and California Education Code. Expenses incurred for recreation personnel assigned to the beach are charged to the Tidelands Trust Fund.

- Personnel and City Administration Policies - Personnel and Administrative policies, including the Prohibition of Harassment, Discrimination and Retaliation policy and the City's Code of Ethics policy, are reviewed an on-going basis and revised as appropriate to ensure compliance with current Federal and State requirements.

- Updating the Employee Handbook to reference current administrative and personnel rules and regulations is an on-going project.

- Contract/Service Charges - This category includes the PERS health insurance surcharge, administration charges for the Flexible Benefit (Wellness) Program and funds for a health and benefit program for management employees.

Program: Staff Recruitment, Retention & Development

V. *Goals and Performance Measures* ☑

The goal of this program is to recruit employees by matching and selecting the right individuals for open positions, retain and develop employees, through improving employee benefits, employee training, employee relations and implementing employee activities that create positive employee morale.

Objectives	Performance Measures
◆ Establish and monitor recruitment, testing and selection process for full-time, part-time and seasonal positions.	1. Within five days of first notice of any position vacancy, meet with City Manager and Department Head regarding potential vacancy. 2. Place recruitment ads for 100% of open positions to be filled through open recruitment. 3. Review 100% of applications received for advertised position, including applications for part-time and seasonal employment. Follow through with appropriate written response to each applicant. 4. Prepare testing and interview materials for 100% of open positions. 5. Select minimum of three qualified individuals to serve on Oral Board for each interview process. 6. Schedule the most qualified applicants to participate in selection process within sixty days of first notice. 7. Confer with Oral Board and Department Head to establish eligibility list. 8. Check minimum of three references on successful candidate. 9. Send letter of offer to successful candidate within ten days of Oral Board and appropriate letters advising each candidate of status. 10. Upon acceptance, schedule required pre-placement medical examination depending on protocol for position.

Program: Staff Recruitment, Retention & Development

Objectives	Performance Measures
◆ Coordinate and administer Employee Benefits Programs.	1. Coordinate, administer and enroll 100% of eligible employees in employee benefit programs for full-time employees and five Council members, including health, dental, vision, life insurance, wellness program, disability plans, retirement and fitness program. 2. Coordinate and monitor annual sign up of 100% of full-time employees and Council members in the City's Flexible Benefit Program.
◆ Review and update position descriptions for conformance with responsibilities and duties being performed.	1. Within ten days of first notice of a position vacancy, analyze staffing needs for affected department and review job description. 2. Conduct on-going review of job descriptions for conformance with duties being performed.
◆ Assist Supervisors in preparing annual employee performance evaluations.	1. Assist Supervisors in preparing formal annual employee performance reviews through Performance Pro software on 100% of thirty-two full-time employees between May 1st and June 30, 2013, matching performance to department goals and objectives. 2. Foster better communication between supervisors and employees. 3. Assure that appointment and promotion of employee is based on merit and performance evaluation. 4. Confer with Parks and Recreation Director to ensure annual evaluations are completed on part-time and seasonal employees.

Program: Staff Recruitment, Retention & Development

◆ Maintain appropriate information and secure files documenting the employment records of each City employee.	1. Maintain appropriate documentation in a confidential personnel file for 100% of full-time, part-time and seasonal City employees. 2. Control confidentiality of all applications and personnel files. 3. Maintain file on Student Volunteers earning hours for graduation requirement for community service.
◆ Continue to review Administrative and Personnel Rules and Regulations and Employer-Employee Relations Policy for any new updates necessary to ensure compliance with Federal and State law.	1. Periodically review policies to ensure compliance with Federal and State laws.
◆ Update of Employee Handbook for distribution to employees.	1. Finalize revisions to the Employee Handbook, referencing current administrative and personnel rules and regulations. 2. Prepare handbook for distribution to regular, full-time employees and Council members in order to provide up-dated information regarding the City, its functions, benefits, regulations and basic information in areas of common interest.

Program: Staff Recruitment, Retention & Development

◆ Encourage employee participation in training opportunities, including safety, technical and computer training classes, and workshops sponsored by the Employee Relations Consortium, the Joint Powers Insurance Authority, Lynda.com software training and other 3rd party training seminars.	1. Maintain a well-trained professional and responsive organization by providing a minimum of at least two training opportunities for 100% of thirty-two full-time employees consistent with the training goals established for each classification. 2. Schedule employees to attend computer training classes, safety training programs. 3. Monitor on-the-job training for 100% of new hires at three months, six months and one year. 4. Monitor safety training and certification program for recreation personnel.
◆ Provide guidance and assistance to City Manager and Department Heads on personnel-related issues and establish and maintain procedures for dealing with personnel issues.	1. Provide on-going counseling and technical assistance to City Manager, four Department Directors and appropriate management staff on personnel-related issues and ensure staff's understanding of existing policies and rules 2. Interpret personnel policies and procedures and ensure compliance with FLSA and employment law and regulations affecting local governments. 3. Attend training programs and workshops on personnel and health-related issues, benefit programs and legislative up-date seminars, including training workshops sponsored by CJPIA, Lynda.com software training and other 3rd party training workshop.

Program: Staff Recruitment, Retention & Development

◆ Provide orderly procedure for resolving disputes regarding wages, hours and terms and conditions of employment.	1. Respond to 100% of inquiries regarding wages, hours and terms and conditions of employment and coordinate process for handling disputes. 2. Meet with City Manager and representatives from the Public Works and General Service employee units as needed for discussion and/or clarification of issues covered under the Memorandum of Understanding 2013-14.
◆ Review Memorandum of Understanding between the City of Carpinteria and the Service Employees International Union (SEIU) Local 620 representing Public Works and General Service Units and prepare for negotiations for renewal of current contract which expires June 30, 2014.	1. Review conditions of the current Memorandum of Understanding between the City and SEIU and meet with City Manager to discuss renewal of current contract. 2. Confer with City Manager, and labor attorney, when appropriate, regarding negotiation process and related personnel issues. Upon agreement prepare documents and Resolution for Council approval following negotiations.
◆ Review non-negotiable Agreement for Conditions of Employment for Management and Miscellaneous Personnel and the non-negotiable document outlining conditions of employment for hourly rated part-time and seasonal employees.	1. Review the non-negotiable documents for Management and Miscellaneous employees and for the part-time, hourly-rated and seasonal employees. Make changes as appropriate. Prepare Resolution for approval by the City Council.

Program: Staff Recruitment, Retention & Development

◆ Develop reciprocity with other agencies concerning classification and compensation surveys	1. Respond to approximately six surveys from other agencies relating to personnel-related issues, job classifications, compensation and benefits. 2. Respond to personnel-related surveys from CJPIA.
◆ Coordinate Employee Service and Recognition Programs.	1. Coordinate and administer Employee Service Award Program recognizing five, ten, fifteen, twenty, twenty-five, thirty and thirty-five years of service for City staff members. Presentations to be made twice a year; acknowledge leadership and service of citizens on City Boards, Commissions and City Council. 2. Send floral arrangements from City staff and Council as appropriate throughout the year and arrange presentation of wreath at the Memorial Day Services held at the Carpinteria Cemetery.
◆ Monitor Contract Services under Human Resources Division.	Lincoln Life Insurance (Employee Connect and Life Keys Services), Employee Assistance Program offers a comprehensive EAP program for professional assistance to City employees and their immediate families.
◆ Evaluate and improve procedures for maintaining computerized personnel programs.	Strive to enhance computer programs to input, update and reconcile data for personnel record-keeping.

BENEFITS AND STAFFING LEVELS

A more inclusive listing of employee benefits can be found in the Memorandum of Understanding between the City of Carpinteria and SEIU Local 620, the Conditions of Employment for Management and Miscellaneous Personnel and Conditions of Employment for Hourly, Part time and Seasonal Employees.

Benefits offered for Fiscal Year 2014-15:

CAL PERS: The City participates in the California Public Employees Retirement System (PERS) providing retirement benefits to eligible local miscellaneous employees with a 2% @ 55 full formula for Classic Employees (Employees hired before 1/1/13) and 2 @ 62 for Pepra Employees (Employees hired on or after 1/1/13). The City also reports the value of employer-paid member contributions as compensation, as provided by City Resolution and Senate Bill 53.

The City pays the employer portion of the premium minus 4.5% employee cost sharing and 7% of the required 7% employee contribution for Classic Employees.

Part time and seasonal employees who are exempt from the Public Employees Retirement System and from the OASDI portion of Social Security taxes are enrolled in an alternative qualifying deferred compensation retirement plan in compliance with regulations issued by the Internal Revenue Service and the Omnibus Budget Reconciliation Act of 1990.

Wellness Program: The Wellness Program includes funding for eligible full-time employees and their eligible dependents to receive the medical and hospital care insurance benefits provided by the Public Employees Retirement System Health Benefit Program and a dental insurance plan provided by Principal Insurance.

Health Insurance: The City provides the annual employer contribution established by CalPERS for health insurance under the PERS program for each affected employee or retiree. In addition, the City pays the full cost of employee only and two party coverage, for active, eligible employees, using the premium for the HMO policy offered by CalPERS as a base. Employees with family coverage contribute toward the premium if the annual increase *exceeds* 10%. The City will pay 80% of the increase in the family coverage which exceeds the 10% base, with the employee contributing 20% of the increase over the 10% base. Coverage is based on a calendar year, with an Open Enrollment period scheduled each October. If the premium does not exceed 10%, an employee contribution is not required.

Flexible Benefit Program Allowance: Administered by Wage Works provides funds for unreimbursed medical expenses, dependent care or purchase of a variety optional AFLAC and Transamerica products and supplemental benefits that compliment our medical/dental health plans. The benefit year for this $1,162.00 allowance is based on a calendar year.

Life Insurance: The City maintains a Group Life and Accidental Death and Dismemberment insurance policy through Lincoln Life Insurance for employees only, with the beneficiary designated by the employee. The coverage of the life insurance policy for each eligible regular full-time employee is $50,000 subject to conditions of the providing life insurance company. Management employees are eligible for a life insurance policy in the amount of $100,000.

Employees retiring with 20 years or more of continuous service with the City and enrolled in the City's group life insurance at the time of retirement may continue to be covered at City expense for a life benefit of $10,000, excluding AD&D benefits.

Fitness Program: The City reimburses regular full-time employees up to $31.20 per month or $374.30 per fiscal year of their health club membership.

Voluntary Supplemental Life Insurance: A Voluntary Supplemental Life Insurance is available for employees and dependents through Lincoln Life at their own expense.

Voluntary Vision Insurance: Employees have the option to elect coverage for themselves and their dependents at their own expense.

Workers' Compensation: The City provides workers' compensation benefits when an employee is injured on duty arising out of and in the course of employment. This coverage is through the California Joint Powers Insurance Authority and the program is administered By YORK Insurance Services Group, Inc., a workers' compensation third party claims administrator.

Unemployment Insurance benefits: This is a State-mandated program. The City has selected the Cost of Benefit Reimbursement method of financing unemployment coverage. A reserve is maintained to cover the cost of unemployment claims.

State Disability Insurance: The City has instituted the mandatory State Disability Insurance (SDI), at employee expense, to provide coverage for non-industrial injuries. This program is through the California Unemployment Insurance Code State Disability Program.

Short-term/Long-term Disability Plan: In addition to the mandatory State Disability Insurance (SDI), the City provides a Group Short term and Long Term Disability Insurance plan for eligible full time employees through Lincoln Life Insurance.

Social Security Meditax: Although the City does not participate in the Federally administered Social Security Program, it is required to match an employee contribution of 1.45% of gross wages for coverage under the Medicare portion only of the Social Security Program for employees hired after March 1, 1986.

Special Pay: Employees classified as Management are eligible for a special pay benefit that provides for reimbursement of an amount equal to the payroll deduction of employee-paid contributions to SDI and the amount equal to the employee contribution of 1.45% of gross wages for coverage under the Medicare portion only of the federally administered Social Security Program.

Interpreter Pay: Only those employees hired *prior* to August 15, 1998 may be eligible to receive special pay for translating skills if the job duties of the affected employee require translating and/or interpreting skills on a regular basis.

Program: Staff Recruitment, Retention & Development

Deferred Compensation Program: The City makes a deferred compensation contribution to the International City/County Management Association (ICMA) as a benefit for the City Manager position. All other full time employees have the option of participating in this program at their own expense.

Uniform/Equipment Replacement: Newly employed public works employees are furnished with a complete set of safety equipment. An annual equipment replacement fund is established each fiscal year for each affected employee for reimbursement of costs for replacement or purchase of optional personal equipment following successful completion of a one-year probationary period.

Funds must be used within the fiscal year and may not be carried over or cashed out. (Payment to be pro-rated within the fiscal year following completion of probationary period.)

The City pays the full cost of a uniform maintenance program for Public Works employees who are required to wear field uniforms.

Personnel in the Code Compliance Division who are required to wear a uniform are provided with a full uniform at time of hire and receive an annual equipment replacement allowance.

Annual Physical Examinations: An allocation is provided for an annual physical examination for the City Manager.

In compliance with CalOSHA Maintenance workers in the Public Works Department receive an annual Respirator Clearance examination, including appropriate medical testing to determine cardiopulmonary health as recommended by a medical facility.

Pre-placement health examinations, including drug screening, and Fitness for Duty examinations may be required for specified positions.

Employee Assistance Program: The City contracts with the Lincoln Life (Employee Connect and Life Keys Services*) Employee Assistance Program* to provide a comprehensive Employee Assistance Program for confidential counseling and services to City employees and their immediate families.

Leave Accrual: Annual leave is accrued based on years of service. In place of separate leave accrual for vacation, sick leave, floating holidays, and administrative leave, each employee is granted an all-inclusive comprehensive leave bank that includes all leave benefits. Employees have the option to cash out unused leave hours in accordance with the employee agreements. The budget line item for paid absences reflects estimated funds to cover costs of unused leave time that may be cashed out.

Non-exempt employees are compensated for overtime hours in accordance with Fair Labor Standard Act regulations.

Paid Holidays: The City observes ten paid holidays each year.

Program: Staff Recruitment, Retention & Development

Flex Schedule: Optional 9/80 flexible scheduling is available for full-time employees subject to operational needs of the department as determined by the City Manager.

Program: Staff Recruitment, Retention & Development

AUTHORIZED FULL TIME POSITIONS

CITY ADMINISTRATION	2010-11	2011-12	2012-13	2013-14	2014-15
City Manager	1	1	1	1	1
Assistant to the City Manager	1	1	1	1	1
Human Resources Adm./Risk Manager	1	1	1	1	1
City Clerk	1	1	1	1	1
Coord. of Emergency & Volunteer Services	1	1	1	1	1
Administrative Assistant (shared)	0	0	0	0	0
Receptionist/Office Assistant	1	1	1	1	1
	6	**6**	**6**	**6**	**6**
ADMINISTRATIVE SERVICES					
Administrative Services Director	1	1	1	1	1
Finance Supervisor	1	1	1	1	1
	2	**2**	**2**	**2**	**2**
COMMUNITY DEVELOPMENT					
Community Development Director	1	1	1	1	1
Senior Planner	1	1	1	1	1
Associate Planner	1	1	1	1	1
Assistant Planner	1	1	1	1	1
Community Development Tech.	1	1	1	1	1
Administrative Assistant	0	0	0	0	0
Building Inspector	1	1	1	1	1
Code Compliance Supervisor	1	1	1	1	1
Code Compliance Officer I	2	1	1	1	1
Code Compliance Officer II	1	1	1	1	1
	10	**9**	**9**	**9**	**9**
PUBLIC WORKS DEPARTMENT					
Public Works Director	1	1	1	1	1
Public Works Supervisor	1	1	1	1	1
Management Analyst	1	1	1	1	1
Administrative Aide	0	0.5	0.5	0	0
Maintenance Technician	1	1	1	1	1
Maintenance Worker II	1	1	1	1	1
Maintenance Worker I	3	3	3	3	3
Engineering Technician	0	0	0	1	1
Civil Engineer	0	0	0	1	1
	8	**8.5**	**8.5**	**10**	**10**
PARKS AND RECREATION					
Parks and Recreation Director	1	1	1	1	1
Management Assistant	1	1	1	1	1
Pool Superintendent	1	1	1	1	1
Aquatics Program Coordinator	1	1	0	1	1
Parks/Facilities Maintenance Technician	1	1	1	1	1
	5	**5**	**4**	**5**	**5**
GRAND TOTAL Full Time	**29.4**	**31**	**30.5**	**29.5**	**31**

The above list of authorized positions does not include hourly-rated part-time and/or seasonal employees.

HOURLY RATED PART-TIME/SEASONAL AUTHORIZED POSITIONS

Authorized positions including hourly-rated part time and seasonal employees, and City Council, City Commissions and City Boards receiving stipends. The list does not include Boards that do not receive a stipend for their services.

Each listed classification is equal to one Full Time Equivalent (FTE)

CITY ADMINISTRATION	**2009-10**	**2010-11**	**2011-12**	**2012-13**	**2013-14**
City Council	1	1	1	1	1
Planning Commission	1	1	1	1	1
Architechtural Review Board	1	1	1	1	1
Engineering Technician I, II	1	1	1	1	1
Management/Project Intern	1	1	1	1	1
Project Assistant - Human Resources	0	1	1	1	1
Community Promotions - GATV	1	1	1	1	1
Crossing Guards	1	1	1	1	1
Parks Maintenance	1	1	1	1	1
Beach Lifeguards	1	1	1	1	1
Ocean Recreation Programs	1	1	1	1	1
Pool Lifeguards	1	1	1	1	1
Aqua Camp - Community Pool	0	0	0	0	0
After School Program - Community Pool	0	0	0	0	0
Age Group Swim Team Program	1	1	1	1	1
Beach/Pool Concessions	1	1	1	1	1
Administrative Aide - Public Works	1	1	1	1	1
Maintenance Worker - Public Works	0	0	0	1	1
Total FTE	**15**	**15**	**15**	**16**	**16**

Program: Staff Recruitment, Retention & Development

CITY OF CARPINTERIA
Proposed 2010-11 Budget
Staff Expenditures by Program

ALL FUNDS

	ACTUAL 07	ACTUAL 08	ACTUAL 09	FINAL 10	PROPOSED 11	FTE'S
Records Management	$55,524	$56 743	$59 454	$67,180	$60,425	0.55
Elections	19,136	19 473	20 403	23,056	21 973	0.20
Administration	259,993	264 576	277,213	313,248	290,251	2.70
Legal Services	0	0	0	0	0	0.00
Legislative & Policy	76,308	77 653	81,362	91,939	84,211	1.00
Advisory Boards & Commissions	12,312	12 529	13 127	14,834	10,200	2.00
Law Enforcement	0	0	0	0	0	0.00
Emergency Preparedness	19,309	19 649	20 587	23 264	60,594	0.50
Financial Management Services	211,488	215,216	225,495	254,808	257,893	2.65
Management Information Services	45,186	45 982	48,178	54,441	57 253	0.35
Central Services	96,929	98 638	103,349	116,783	106,691	1.55
Staff Recruitment & Retention	95,590	97 275	101 921	115 171	97 137	0.75
Risk Management	5,189	5 281	5 533	6,253	34,305	0.33
Community Promotions	39,373	40 067	41 981	47,438	106,074	1.93
Public Works Administration	46,558	47 379	49 642	56,095	54,264	0.65
Street Maintenance	217 631	221 467	232 045	262,209	244 634	3.01
Right of Ways	64,808	65 950	69,100	78,083	96,369	1.18
Transportation, Parking and Lighting	31,390	31 943	33 469	37 819	100 366	0.89
Capital Improvements	58,911	59 950	62 813	70,978	147,757	1.10
Solid Waste	27,739	28 228	29 576	33 421	44,386	0.43
Watershed Management	0	0	0	0	64,981	0.70
Community Development Administratio	44,711	45 499	47 672	53 869	128,274	1.15
Planning	105 372	107 230	112,352	126,956	119 473	0.90
Housing	26,676	27 146	28 443	32,140	27,808	0.20
Development Review	364,495	370 920	388,636	439,157	346 193	3.10
Code Compliance	242,892	247 173	258 978	292,644	278,513	3.85
Animal Control	67,820	69 015	72,311	81,712	61 665	0.80
Economic Vitality	40 137	40 845	42 796	48,359	50,336	0.33
Parks & Recreation Administration	83,635	85,110	89,175	100,767	56 387	0.55
Community Pool Services	262 128	266 749	279 489	315 822	304,019	5.58
Ocean Beach Services	141,316	143,807	150,676	170,263	213 804	3.15
Special Events	19,152	19 489	20 420	23 074	22,452	0.22
Parks & Facility Maintenance	94,589	96 256	100 853	113 964	140 977	2.70
Community Services Support	5,969	6 074	6 364	7,192	1,987	0.02
non program	0	0	0	0	0	0.00
Total Staffing Expenditures	**$2,882,263**	**$2,933,312**	**$3,073,413**	**$3,472,939**	**$3,691,652**	**45.00**

Figure 1

Fund: General
Department: General Government

Program: *Risk Management*

I. Program Summary

The essentials of a Risk Management Program include identifying and analyzing loss exposures and examining alternative techniques to minimize the City's liability exposure and financial risk.

The City has participated in the California Joint Powers Insurance Authority (CJPIA) since 1992. The self-insuring and loss pooling programs for Property Insurance, Workers' Compensation, Public Official and Employee Bonds, and General and Automobile Liability offer significant advantages to the City in terms of cost, protection, risk management and loss control advice and assistance.

This program has four major activities:

- Employee Safety and Incentive Program
- Employee Training
- Employee Work Injuries
- Risk Management, Safety Policy and Procedures

The availability of coverage through the CJPIA Risk Management Program provides us with maximum coverage in all areas and the program offers significant advantages in terms of cost. We do not anticipate any major changes in the coverage offered by the JPIA.

To help control our liability exposure we continue to adopt programs to more effectively maintain and track maintenance operations. The City is in the process of updating policies related to risk management. Current policies in process of updates are Hiring, Fuel Cards and Guidelines Policy and Independent Contractor, Substance Abuse, Telecommunications, Vehicle Use, Travel and Vendor Reporting Procedures. Additionally, the City has scheduled training guidelines for Public Works and Parks & Recreation Department employees on use of equipment. In addition to mandatory and other optional training programs, employees have the opportunity to attend special training programs related to job performance and safety. Finally, the City created a Management Safety Committee. Members of the Committee are the City Manager, Parks and Recreation Director, Public Works Director and the Human Resources/Risk Manager. The Committee meets once a month. The purpose of the committee is to ensure that the Public Works and Parks and Recreation Department have better communication between the two departments with regards to tasks or special projects and ensure the safety of each employee.

With continued emphasis on safety training programs for all full-time and part-time staff, the City continues to maintain a good workers' compensation claims experience record.

II. Budget Summary

Program:	Risk Management				
	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$0	$0	$0	$0	$0
Personnel	$32,245	$31,639	$33,812	$35,387	$36,183
Other Operating Exp.			51	1,600	2,300
Non-Operating Exp.	149,430	160,067	197,407	241,340	286,659
TOTAL EXPENDITURES	$181,675	$191,706	$231,269	$278,327	$325,142
NET INCOME/(SUBSIDY)	($181,675)	($191,706)	($231,269)	($278,327)	($325,142)

1015183 Worker's Comp Claims 15		975				Non-Operating Exp.
1015306 Meetings & Travel 15				1,500	1,500	Other Operating Expenditures
1015308 Supplies & Materials 15			51	100	800	Other Operating Expenditures
1015321 SCJPIA Deposit Billing	111,426	114,198	155,312	202,502	247,821	Non-Operating Expenditures
1015323 Insurance/Bond Premiums	38,004	44,894	42,095	38,838	38,838	Non-Operating Expenditures
99000 Personnel	32,245	31,639	33,812	35,387	36,183	

III. Personnel Allocations

Position:	**FTE Allocation:**
Risk Manager (Human Resources Administrator)	.100
Coordinator of Emergency and Volunteer Services	.200

Assistant to the City Manager	.015
Total	.315

IV. Expenditure Summary

Personnel.

Human Resources Administrator The City Council has appointed the Human Resources Administrator to serve as the City's Risk Manager, acting as a liaison between the City and the California Joint Powers Insurance Authority (CJPIA), monitoring liability and workers' compensation claims, administering the Heat Illness Prevention Program and Injury and Illness Prevention Program, coordinating and overseeing facility inspections, employee training and safety programs, the enforcement of risk management policies, and chairing the Employer/Employee Occupational Health and Safety Committee.

Coordinator of Emergency and Volunteer Services: This position, which is shared by Emergency Preparedness Services, Risk Management and Community Promotions and Communication, has been assigned to coordinate, maintain and monitor public safety and emergency preparedness training programs.

Assistant to the City Manager: The Assistant to the City Manager is designated as the City's ADA Program Coordinator to address issues related to the Americans with Disabilities Act.

Operational/Service Expenses

Insurance expenses are budgeted at $202,502 to cover Workers Compensation, General Liability, Personnel Liability, All Risk Property and Environmental Insurance for the City.

The CJPIA All Risk Property Insurance Program is administered by Driver Alliant Insurance Services and includes the following coverage:

Property, Earthquake and Flood, Boiler and Machinery, Automobile Physical Damage, All Risk Property Insurance and Commercial Crime Prevention Program. The allocation also includes an administrative fee.

Meetings and Travel

This allocation includes funds for the Risk Manager and other staff members to attend training such as the annual California JPIA Training Conference, as well as attendance by various staff members at training workshops and meetings scheduled for City Manager and Council representatives.

Workers Compensation

To arrive at a more equitable breakdown of workers' compensation costs for budget purposes, the allocation of charges is distributed by fund based on payroll dollars and the classification and description of the employee's principal work.

V. Goals and Performance Measures ☑

The goal of risk management function is to minimize the City's liability exposure and ensure the safety of all city employees and the community.

Objectives	Performance Measures
◆ Follow proven practices of risk management in order to minimize the City's liability exposure.	1. Ensure that liability claims are reported to CJPIA claims adjuster Carl Warren & Company within required time frame and review monthly summary reports. 2. Schedule safety inspections in accordance with the City's Injury and Illness Prevention Program. 3. Coordinate annual Risk Management Evaluations and audit inspections. 4. Maintain confidential DMV pull-notice driving reports.

Program: Risk Management

Objectives	Performance Measures
◆ Act as liaison with CJPIA in reporting and monitoring workers' compensation claims and in monitoring transitional return to work policy	1. Follow required reporting procedures to ensure that 100% of workers' compensation claim forms are submitted in a timely manner. 2. Review monthly summary reports. 3. Monitor transitional return to work policy and work with Department Heads to identify restricted work duties. 4. Confer with Supervisor to ensure follow-up safety measures are taken. 5. Reduce lost time from injuries by 50%.
◆ Implement a comprehensive safety and loss prevention program for all City employees. Schedule and encourage employees to attend training workshops sponsored by the CJPIA.	1. Facilitate and coordinate training programs toward implementation of a comprehensive safety and loss prevention program. 2. Work with Public Works Supervisor to schedule annual First Responder, Safety, HazMat and other OSHA required training. 3. Schedule at least 6-10 CJPIA safety training classes annually.
◆ Advise staff of changes in safety regulations and provide loss prevention information and direction to other City departments.	1. Attend CJPIA annual Risk Management Training Workshops and Seminars as required to keep abreast of current regulations and standards. 2. Encourage staff attendance at training workshops. 3. Apprise staff of new Federal and Cal OSHA regulations and standards.

Program: Risk Management

Objectives	Performance Measures
◆ Conduct annual review of Department Emergency Procedures	Coordinate with the Emergency and Volunteer Services Coordinator annual Department Emergency Procedure meetings to instruct employees on actions to be taken at the time of an emergency.
◆ Review Fire Prevention Plan consistent with the requirements of Title 8 CCR GISO, Section 3221 as recommend by CJPIA.	1. Coordinate annual Fire Prevention Plan with the Emergency and Volunteer Services Coordinator. 2. Coordinate annual fire extinguisher training for employees with the Emergency and Volunteer Services Coordinator. 3. Expenditures and goals related to emergency preparedness and response training can be found in the Emergency Preparedness Section of the budget.
◆ Work with City Clerk and Department Heads to incorporate appropriate risk transfer elements in developing contract documentation and tracking procedures to monitor contractor compliance as recommended by the CJPIA.	Confer annually with City Clerk and Department Heads to ensure documentation of contract compliance and monitoring of contracts.

Program: Risk Management

Objectives	Performance Measures
◆ Work with Parks and Recreation and Public Works Departments to monitor a maintenance and inspection program and schedule staff training to meet safety guidelines established by the U.S. Consumer Product Safety Commission as recommended by the CJPIA.	1. Meet with Parks and Recreation Director and Public Works Director once a year to review compliance with safety guidelines for playground equipment 2. Provide Playground Safety training/certification for Parks and Maintenance Facilities Technician.
◆ Work with Public Works Department to inspect and monitor City facilities, streets and sidewalks to identify hazardous conditions.	1. Annually review with Public Works staff protocol for performing periodic inspections of City facilities and streets and sidewalks to identify and document hazardous conditions and deficiencies 2. Ensure that tree-trimming maintenance programs are established as claim prevention measures. 3. Monitor liability claims with goal to reduce by 50%.
◆ Schedule meetings with Employer/Employee Occupational Health and Safety Committee for facility inspections and analysis of loss control, in compliance with Injury, Illness and Prevention Policy. ◆ Coordinate review of planned and on-going ADA related projects	1. Schedule Health and Safety Committee meetings on a quarterly or as-needed basis. 2. Have minutes of meeting recorded, identify safety risks, respond to safety concerns reported by employees, counsel employees on safety measures, rules and regulations and provide loss prevention direction 3. Monitor ADA compliance. 4. Meet annually, or as needed, with applicable department heads regarding planned and on-going ADA related projects.

Program: Risk Management

Objectives	Performance Measures
◆ Complete insurance renewal application forms as required; submit information for insurance coverage on new equipment, vehicles and property. Prepare and monitor budget for Risk Management Division.	1. Coordinate with Administrative Services Director to determine Retro and Primary Deposit figures and budgeted expenses. 2. Complete renewal application forms for All Risk Property Insurance, Crime Prevention Program, Environmental Insurance and Property Insurance. Maintain Vehicle Schedules and property inventory. 3. Prepare and monitor Division's annual budget.

City of Carpinteria
2014-15 Adopted Budget

Fund: General Fund
Department: General Government

Program: *Law Enforcement*

I. Program Summary

Police functions are provided by the Santa Barbara County Sheriff's Department. Law enforcement related mental health services are provided by a contract with the County Mental Health Department.

The Primary mission of the Police function is to protect life and property and to respond promptly to citizen requests for assistance. This agency is requested, on a daily basis, to provide assistance for life threatening incidents, investigations with regard to crimes committed and the apprehension of those responsible, and for non-emergency incidents. The Department strives to serve its citizens by the prevention of crimes or mitigating these incidents through the knowledge and skill of its personnel. The law enforcement contract also includes specific responsibilities related to community relations.

Program: Law Enforcement

II. Budget Summary

Program:	Law Enforcement				
	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$85,762	$64,192	$83,839	$78,598	$79,100
Personnel					$89,012
	3,204,050	3,109,927	3,309,270	3,371,212	3,389,637
Minor Capital	1,274				
TOTAL EXPENDITURES	$3,205,324	$3,109,927	$3,309,270	#########	$3,478,649
NET INCOME/(SUBSIDY)	#########	#########	#########	#########	($3,399,549)

1010120 SALES TAX SAFETY	54,561	46,165	63,158	58,000	58,000	Sales Taxes
1021213 SB County Mental Health	1,744	1,879	1,952	3,100	3,100	Contract Services
1021214 SB County Sheriff	3,114,642	3,068,664	3,249,893	3,294,698	3,314,398	Contract Services
1021215 Sheriff's Overtime	21,378	24,440	8,791	21,500	21,500	Contract Services
1021216 Augmentation	17,206	14,944	22,836	35,000	35,000	Contract Services
1111101 INTEREST INCOME 11	111	287	-34	98		Interest
1111135 CA VEHICLE CODE FINES	30,896	17,016	20,558	20,000	20,000	Fines & Forfeitures
1111136 POLICE FEES & CHARGES 11	194	724	157	500	1,100	Charges for Services
1121214 SB County Sheriff 11	49,080		25,797	16,914	15,639	Contract Services
2070416 CLEEP Grant Expense	1,274					Minor Capital
99000 Personnel					89,012	

III. Personnel Allocations

Position:	**FTE Allocation:**
Administrative Secretary	0.250
Sheriff's Commander	0.125
Sheriff's Deputy	8.000
Sheriff's Deputy II (Patrol)	2.000
Sheriff's Deputy II (Detective)	1.000
Sheriff's Deputy II (CRO/Det.)	1.000
Sheriff's Sergeant	2.000
Sheriff's Lieutenant	0.560
Total	14.935

IV. Expenditure Summary

Personnel. Program costs are largely (approximately 75%) related to direct personnel costs under the contract for law enforcement services with the Sheriff's Department. The City pays the applicable rate for each Full Time Equivalent (FTE) employee plus charges related to maintenance of the vehicle fleet, communications system, dispatch services, and administration. The charges for each function are determined by formula under the contract.

Also included in the Sheriff's contract are allocations for non-discretionary overtime and Augmentation, which provides a higher level of police presence for targeted enforcement or during the summer tourism season. Augmentation includes the services of additional deputies scheduled according to needs as determined, typically from the middle of June through Labor Day. Targeted enforcement can include specific needs for traffic, narcotics distribution, homeless assessment or other needs that require additional personnel for effective application.

Operating Expenses: This includes miscellaneous equipment costs that are funded through law enforcement grants. Examples include communications equipment, video taping equipment, computer display equipment, and specialty vehicles.

Contract Services: The City has contracted with the Santa Barbara Sheriff Department for law enforcement services since July 1, 1992. The current contract is effective from July 1, 2012 through June 30, 2017. The contract cost of approximately $3.4 million reflects a modest increase of approximately $18.5K. It is undetermined what the impact of pension reforms will have in subsequent year's costs. Expected significant increases in contract costs due to increased pension costs appear to have been curbed. This will be monitored for the next few years to predict accurate long term effects.

Program: Law Enforcement

V. Goals and Performance Measures ☑

The goal of the Sheriff's Department in administering the Carpinteria Police Services Contract is to effectively and efficiently match our services to the wants and needs of the community of Carpinteria.

Objectives	Performance Measures
◆ The Sheriff's Department will work to accurately track the workload of the assigned FTE's to properly assess and make adjustments to the quality and quantity of services provided by the Police Services Contract.	Tracking Mechanisms 1. Number of UCR Part 1 crimes per patrol FTE 2. Number of UCR Part 1 crimes cleared 3. Number of Reports per patrol FTE 4. Number of Citations per patrol FTE 5. Number of Calls total 6. Number of Calls per patrol FTE
◆ The Sheriff's Department in concert with the City will conduct an on-going survey to determine customer satisfaction. This survey will be the result of contacts at community outreach events and public meetings attended by Sheriff's or City staff.	Survey Measures 1. Residents reporting contact with the Sheriff's Department within the past 12 months; How they rated the quality of their contact(s) 2. Citizen ratings of their safety in their neighborhoods during the day 3. Citizen ratings of their safety in their neighborhoods during the night 4. Citizen ratings of safety in the business areas during the day 5. Citizen ratings of safety in the business areas after dark

Program: Law Enforcement

Objectives	**Performance Measures**
◆ The Sheriff's Department will meet or exceed the current level of Community Out-reach in an effort to improve the relationship between the Sheriff's Department and the community	1. The Sheriff's Department will respond to requests for community speakers (Business Watch, Neighborhood Watch, school programs, etc.) within 2 days of the request. 2. The Sheriff's Department will conduct 1 Community out-reach forum per quarter.

Program: Law Enforcement

City of Carpinteria
2014-15 Adopted Budget

Fund: General Fund
Department: General Government

Program: Emergency Preparedness

I. Program Summary

The City of Carpinteria plans and administers preparedness and response programming for all types of disasters that may occur within the City and surrounding area. This includes conducting disaster preparedness and response trainings and exercises for City staff and residents; maintaining and updating emergency plans; serving on county- wide committees that facilitate the coordination of disaster planning and response efforts; and other activities that enhance the ability of the City and residents to prepare and respond to disasters and other emergencies.

Community Emergency Response Team (CERT) training participant practicing fire suppression

II. Budget Summary

Program:	Emergency Preparedness				
	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$0	$0	$0	$0	$0
Personnel	$56,956	$55,885	$59,723	$62,505	$64,684
Contract Services	1,502	18,658	9,744	12,000	7,815
Other Operating Exp.	4,078	2,740	2,651	7,100	8,500
TOTAL EXPENDITURES	$62,536	$77,283	$72,118	$81,605	$80,999
NET INCOME/(SUBSIDY)	($62,536)	($77,283)	($72,118)	($81,605)	($80,999)

1024215 Disaster Preparedness	1,502	18,658	9,744	12,000	7,815	Contract Services
1024301 Telephone			73			Other Operating Expenditures
1024303 Printing & Advertising 24	2,251	925	839	3,250	3,650	Other Operating Expenditures
1024305 Dues & Subscriptions 24		141	230	250	325	Other Operating Expenditures
1024306 Meetings & Travel 24				2,000	2,000	Other Operating Expenditures
1024308 Supplies & Materials 24	1,827	1,674	1,509	1,600	2,525	Other Operating Expenditures
99000 Personnel	56,956	55,885	59,723	62,505	64,684	

III. Personnel Allocations

Position:	***FTE Allocation:***
City Manager	0.10
HR/Risk Management Administrator	0.15
Emergency Services Coordinator	0.65
Total	0.90

IV. Expenditure Summary

The Emergency Preparedness Program expenditures reflect costs associated with community preparedness and response education; trainings, exercises and drills; and enhancing disaster response capabilities at City Hall and the City's Emergency Operations Center. The City also seeks grants to support this program.

Personnel. The City Manager serves as the Director of Emergency Services with support from the Emergency Services Coordinator. Additionally, the HR/Risk Management Administrator assists with critical employee disaster preparedness and response trainings and drills. Key personnel from the Carpinteria-Summerland Fire Protection District and the Santa Barbara County Sheriff's Department provide support for programming as well.

Contract Services. The 2014-15 contract services budget includes funding for community disaster preparedness education materials; annual emergency preparedness trainings, exercises and drills; CERT trainings, field exercises and drills; education and promotion related to TsunamiReady and StormReady; and materials to enhance disaster response capabilities at City Hall and the City's Emergency Operations Center. Trainings, exercises and drills are conducted jointly with special districts (Carpinteria-Summerland Fire Protection District, Carpinteria Valley Water District and Carpinteria Sanitation District), the Sheriff's Department and the Santa Barbara County Office of Emergency Management.

Other Operating Expenses. Other operational costs associated with this program are primarily related to emergency planning; trainings and educational outreach that involve materials and supplies; meetings and travel; promotional expenses and membership dues.

V. Goals, Objectives and Performance Measures ☑

Goal #1: Strengthen community emergency preparedness outreach and identify opportunities to foster relationships among individuals, communities and organizations to encourage trust and build consensus.

Objectives	Performance Measures
Establish trust and build ongoing relationships with the community to increase awareness of disasters and how to be prepared before, during and after they occur.	1. Reach 1,100 Carpinteria residents with *Don't Panic! Prepare!* preparedness information, starter emergency supplies kits and survival guides. 2. Coordinate multi-agency community preparedness event in September 2014.

Establish relationship with Carpinteria Unified School District to reach staff and students with critical preparedness information and assist with the development of a plan for the District's Emergency Sheds.	1. Attend quarterly School Safety Committee meetings. 2. Collaborate on a plan to update four School Emergency Sheds.
Develop plan for working with the business community and residents in the tsunami inundation area to explain the TsunamiReady program and to gather input on their preparedness needs.	1. Reach 80% of businesses and residents in the tsunami inundation zone with vital tsunami preparedness information.
Collaborate with the Santa Barbara County CERT Committee to strengthen CERT outreach, training and participation.	1. Participate in the planning and implementation of a countywide CERT drill in Santa Maria. 2. Facilitate the development, growth and implementation of the Santa Barbara County CERT Corps and the Santa Barbara County CERT Academy. 3. Host Carpinteria CERT trainings in English and Spanish.

Goal #2: Develop and implement a training program to ensure City staff are prepared to lead the community in the event of an emergency.

Objectives	Performance Measures
Develop and implement a yearly training calendar for City staff that addresses critical training needs as well as other initiatives	1. Facilitate quarterly City staff trainings on NIMS, SEMS and other critical disaster preparedness and response

mandated by Federal, State and County agencies.	topics. 2. Host Public Information Officer (PIO) training for City staff identified as PIOs during a disaster. 3. Create Disaster Services Worker tools and resources for City staff.
Design, implement and evaluate internal and city-wide disaster exercises with assistance from County OEM, Carpinteria-Summerland Fire Protection District, Santa Barbara County Sheriff's Department and Special Districts.	1. Facilitate one multi-jurisdiction disaster exercise annually.
Offer continuing education for Elected Officials.	

Goal #3: Enhance City's ability to respond to emergencies and reach residents and visitors with vital information on severe weather and other emergencies.

Objectives	Performance Measures
Develop and update critical emergency response plans.	1. Update the City's Emergency Response Plan. 2. Create a Continuity of Government Plan. 3. Create an EOC Activation Handbook. 4. Create an Employee Notification & Reporting Plan. 5. Create a Shelter Response Plan. 6. Create a Tsunami Response Plan.
Design public education campaign	1. Achieve StormReady and

to reach residents with emergency alert information and describe the benefits of being StormReady and TsunamiReady.	TsunmaiReady status.
Develop relationship with State Parks to reach Carpinteria State Beach visitors with vital tsunami preparedness and response information.	1. Meet with State Parks administrators annually to discuss tsunami preparedness and response information for visitors.
Increase emergency response capabilities at City Hall.	1. Develop and update EOC tools and resources. 2. Assess City emergency communications needs (radios) and create a plan for meeting identified needs.
Develop relationship with local, regional, state and federal agencies to address critical hazardous materials, transportation and oil and gas related issues that may impact the community.	1. Meet regularly with County Hazardous Materials Unit representatives to review local hazards. 2. Initiate/Coordinate a meeting with railroad and Caltrans authorities to review emergency procedures involving State Highway and railway facilities. 3. Host Oil & Gas Systems Safety Review Group meeting annually.

Fund: General Fund
Department: Administrative Services

Program: Financial Management Services

I. Program Summary

This program is part of the General Government function of the City. It encompasses six major activities as described below. These activities fall generally into one or both of two categories. **1.** providing information for effective management and **2.** ensuring compliance with mandates imposed by other governmental entities, grantors, leases and other contractual agreements.

- **Accounting.** Includes the areas of accounts payable, accounts receivable, and treasury. It is concerned with the complete, accurate and timely recording of accounting transactions, safeguarding of the City's assets including a system of internal controls, providing for the City's cash flow needs and providing financial information for internal, external and auditing purposes. Information gathered and maintained by this area is used in all the other Financial Management Services areas.

- **Auditing.** Various government codes, debt instruments of the City and grantor agencies require the preparation of annual financial reports audited by an independent certified public accountant.. In addition the county requires an annual audit of the Measure D and Local Transportation funds and the state periodically conducts an audit of the Gas Tax fund to ensure compliance with the restricted use of those monies. These audits conducted by independent staff provide additional assurance concerning the accuracy and completeness of the City's financial reporting and control programs. Staff must remain knowledgeable of changes in accounting or auditing standards, respond to auditor's requests for information, schedules, explanations etc. and adapt the accounting and recording systems to effectively and efficiently expedite these audits.

Program: Financial Management Services

- **Payroll.** This function is concerned with timely payment of employees, compliance issues regarding retirement programs, conditions of employment and federal payroll tax reporting. Payroll works closely with Human Resources to ensure that employees are paid timely, in accordance with labor laws and in amounts not exceeding those approved by Council.

- **Budgeting.** The City develops a five year financial plan, an annual program / performance type budget as well as a traditional line-item appropriation type budget. Each provides the basis for the others with increasing detail in the shorter term outlooks.

  The program / performance budget places emphasis on *what, how well, how efficiently or to what extent services are provided* whereas the line-item budget speaks to *how much services cost* and is the legal mechanism for Council to authorize expenditures. The budget provides a financial roadmap which is closely monitored with actual results and updated as needed.

- **Financial Reporting.** Includes mandate compliance reporting to various county state and federal governments, internal financial reports for staff and reports to Council and advisory boards on fiscal matters.

- **General Administration.** Includes attendance at Council, advisory board, staff, safety and miscellaneous meetings; keeping informed on finance issues; advocating finance issues to Council and to staff; responding to inquiries from members of the public and the press; conducting personnel reviews. Also included are the production of budgets and performing *other duties as assigned.*

All work is done with the goal of implementing the

Department's Mission Statement:

The Administrative Services Department will safeguard City assets and ensure the City's long-term financial health using sound fiscal management practices and applying City financial policies. The Department will also ensure that City Hall facilities are maintained in a manner that supports the provision of superior services to the community.

Program: Financial Management Services

II. Budget Summary

Program:	Financial Management Services				
	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$141,209	$93,313	$31,279	$75,587	$66,884
Personnel	$242,406	$237,850	$254,185	$266,023	$242,301
Contract Services	54,513	43,817	44,721	41,155	63,435
Other Operating Exp.	7,003	6,630	5,510	4,200	6,200
Debt Service	162,177	121,210	150,827	181,652	181,652
TOTAL EXPENDITURES	$466,099	$409,507	$455,243	$493,030	$493,588
NET INCOME/(SUBSIDY)	($324,890)	($316,194)	($423,963)	($417,443)	($426,704)

1010101	INTEREST INCOME 10	117,665	63,682	-2,146	46,934	39,186	Interest
1010106	CASH HANDLING CHARGES	144	122	376	214	172	Interest
1010107	DISCOUNTS TAKEN	44					Interest
1010108	PAID FINANCE CHARGES	2,057	1,487	9,792	1,851	1,500	Fines & Forfeitures
1010165	SB90 CLAIMS	-567	2,183	2,254	1,500	1,500	Miscellaneous
1010185	BUSINESS LICENSE APPLICATION	6,800	11,353	7,904	9,090	9,090	Licenses & Permits
1014220	CPIC Trustee Fees	3,853	3,853	3,853	3,854	3,853	Contract Services
1014225	Fee Schedule Update	15,300					Contract Services
1014227	ADP Payroll Processing	12,076	12,740	13,400	13,149	13,149	Contract Services
1014228	Accounting Services	100	250	100	102	10,150	Contract Services
1014229	Annual Audit	21,935	25,435	26,085	22,750	35,000	Contract Services
1014303	Printing & Advertising 14	5,593	4,490	4,040	2,600	4,000	Other Operating Expenditures
1014305	Dues & Subscriptions 14	513	500	450	400	500	Other Operating Expenditures
1014306	Meetings & Travel 14	50		50	100	100	Other Operating Expenditures
1014308	Supplies & Materials 14	847	1,640	970	1,000	1,500	Other Operating Expenditures
1014309	Misc Operating Expenses 14				100	100	Other Operating Expenditures
1078511	City Hall Debt	65,682	24,715	54,332	85,157	85,157	Debt Service
1078522	Swimming Pool Debt	1,626	1,626	1,626	1,626	1,626	Debt Service
1078533	Lot #3 Debt	23,310	23,310	23,310	23,310	23,310	Debt Service
1078544	El Carro Park Debt 10	3,695	3,695	3,695	3,695	3,695	Debt Service
2121101	INTEREST INCOME 21	642	390	-8	179		Interest
2278544	El Carro Park Debt 22	35,149	35,149	35,149	35,149	35,149	Debt Service
2514228	Gas Tax Audit/Street Report	1,249	1,539	1,283	1,300	1,283	Contract Services
3838387	PARKING LOT #3 ASSESSMENT	14,424	14,096	13,109	15,819	15,436	Assessments
3878533	Lot #3 Debt 38	17,249	17,249	17,249	17,249	17,249	Debt Service
4878522	Swimming Pool Debt 48	15,466	15,466	15,466	15,466	15,466	Debt Service
99000	Personnel	242,406	237,850	254,185	266,023	242,301	

III. Personnel Allocations

Position:	FTE Allocation:
Administrative Services Director	0.70
Finance Supervisor	0.95
Total	1.65

IV. Expenditure Summary

Personnel. This program is allocated the costs for 70% of the Administrative Services Director and 95% of the Finance Supervisor positions. The remaining 30% and 5% of these positions are allocated to Management Information Services and Central Services programs respectively.

Operating Expenses. Operating expenses include the costs of printing the annual budget, dues for the Administrative Services Director's membership in the California Society of Municipal Finance Officers and the Government Finance Officers Associations and travel to their meetings.

Contract Services. Contract Services include the costs of conducting the annual audit, processing of payroll by ADP, preparation of the annual Street Report required by the State Controller's Office, and administration of the Certificates of Participation (Debt Service) program.

Debt Service. Debt Service expenses represent the annual cost of retiring the debt on construction of the pool, purchase of parking lot #3 and El Carro Park and remodelling of City Hall. The entire debt service of approximately $2 million is scheduled to be retired in 2018 with lease payments varying from $167,000 to $179,000 annually. The debt service instruments were refinanced in fiscal 2000 due to favorable interest rate conditions.

V. Objectives and Performance Measures ☑

Objectives	Performance Measures
◆ ACCOUNTING	
◆ Provide for the complete, accurate and timely recording of accounting transactions;	1. Process, review, sign and file 2,000 A/P checks 2. Process IRS Forms 1099 on time for eligible vendors 3. Process 800 petty cash transactions 4. Process quarterly fund interest allocation calculations 5. Process semi-annual cash bond interest allocation

Program: Financial Management Services

Objectives	**Performance Measures**
◆ Safeguard City assets	1. Maintain fixed assets accounting system 2. Complete 12 bank reconciliations
◆ Provide for the City's cash flow needs	1. Process 36 bank wire transfers 2. Process 2,700 cash receipts transactions 3. Prepare 248 bank deposits 4. Process monthly Community Development private projects accounting statements 5. Perform collections on 160 PBIA assessments 6. Process SB90 mandate reimbursement claims 7. Collect City Business License Taxes 8. Prepare monthly cash receipts, disbursements and cash balance by fund report for Council
◆ AUDITING	
◆ Obtain unqualified audit opinions on all audits	1. Complete annual financial audit 2. Complete Measure A audit 3. Complete LTF audit 4. Receive the Government Finance Officers Association's award for Excellence In Financial Reporting
◆ PAYROLL	
◆ Provide for the timely payment of employees	1. Process 26 biweekly payrolls for 22 full time and approximately 50 part-time employees 2. Provide personnel cost information to assist in development of the budget

***Program**:* Financial Management Services

◆ Provide for the timely payment of taxing authorities	1. Process 26 biweekly payments of federal, state and state disability deposits 2. Process quarterly tax withholding reports 3. Process annual W-2 forms for each employee
◆ Ensure compliance with the Fair Labor Standards Act (FLSA) and employee memorandums of understanding	1. Review time cards 2. Provide instruction and guidance to employees and supervisors regarding overtime FLSA and MOU regulations
◆ Provide financial administration for retirement programs	1. Process 26 bi-weekly payments for the Public Employees Retirement System (PERS), International City Manager's Association and Aetna Annuity Services 457 Plan 2. Reconcile quarterly retirement program statements
◆ BUDGETING	
◆ Provide a plan to ensure the short and long term financing of City programs	1. Produce a five year long term financial plan document 2. Produce a one year program/performance budget 3. Produce a detailed line item appropriation budget 4. Receive the California Society of Municipal Finance Officers' Excellence in Budgeting Award 5. Produce monthly reports to monitor actual versus budgeted results and take corrective action

◆ Comply with all County, State, and Federal financial reporting mandates	**<u>Annual Reports:</u>** 1. Complete the Franchise Tax Board's annual sales tax remittance report 2. Conduct the annual Carpinteria Public Improvement Corporation meeting and report 3. Complete the annual appropriation limit computations for the City of Carpinteria and the City of Carpinteria Street Lighting District and hold the necessary public hearings 4. Complete the State Controller's Annual Street Report 5. Complete all Certificates of Participation Continuing Disclosure notifications 6. Complete the State Controller's Annual Report of Financial Transactions 7. Complete the 9 staff reports and 3 public hearings necessary to continue the Street Lighting District, the Parking and Business Improvement Area District and the Right of Way Assessment District 8. Complete IRS Form 5500 for compliance with IRS Code 9. Section 6039D; cafeteria plans including Non-Discrimination testing 10. California Department of Conservation's Strong Motion Instrumentation and Seismic Hazard Mapping Fee report **<u>Quarterly Reports</u>**: 1. Investment reports to Council and the California Debt Advisory Commission

Program: Financial Management Services

Objectives	**Performance Measures**
◆ FINANCIAL REPORTING continued...	
◆ Provide informational reports per local ordinances	1. Provide expenditures report for review by Council at regular meetings 2. Assist with the annual Development Impact Fee review
◆ GENERAL ADMINISTRATION	
◆ Administer the Department in an efficient and cost effective manner	1. Attend City Council meetings as required 2. Attend required safety meetings 3. Attend 48 staff meetings 4. Complete performance review for the Finance Supervisor
◆ Keep informed on finance issues	1. Attend monthly CSMFO chapter meetings 2. Attend annual CSMFO conference
◆ Perform all other duties as assigned	

City of Carpinteria

2014-15 Proposed Budget

Fund: General Fund / General Facilities Improvement Fund
Department: Administrative Services

Program:

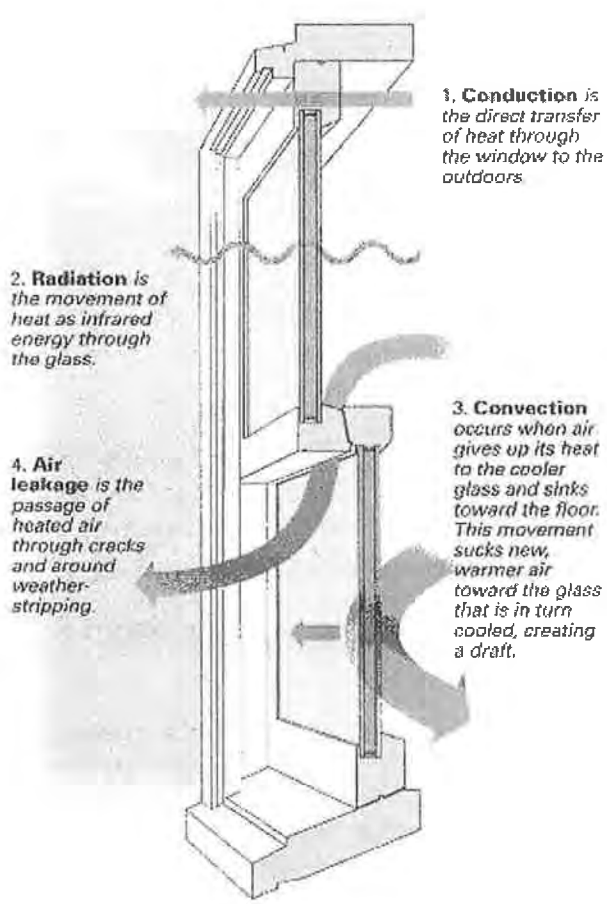
Central Services

I. Program Summary

This program is part of the General Government function of the City. It encompasses the five major activities described below.

- **Building & Grounds Operations & Maintenance.** Provides for the efficient and safe operation, maintenance and improvement of Carpinteria City Hall, Sheriff substation and Public Works facilities. One full time maintenance staff performs facility maintenance and repairs, meeting setup, etc.
- **Vehicle Operations & Maintenance.** Provides fuel and maintenance activities for the City's vehicle fleet.
- **Phone Operations.** One full time receptionist is utilized to assist callers and augment the voice mail system.
- **Purchasing.** General office supplies and equipment are ordered, received and distributed centrally through this program. Specialized supplies required by a department are purchased by individual departments.
- **City Hall Non-routine Maintenance and Improvements.** Carpinteria City Hall is approximately 50 years old. As with any facility of this age, repairs and modifications to keep the building safe and in good condition are

necessary. Non-routine building repairs may include projects such as the prevention of basement and grounds flooding, building paint and energy efficient window replacement. Additionally, improvements to the building that help improve capacity to serve the public are also envisioned. Such improvements may include additional parking spaces and energy saving improvements such as replacement of interior and exterior lighting and window replacements.



Energy efficient windows can reduce energy costs and help make a building more comfortable.

II. Budget Summary

Program: Central Services

	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$0	$0	$0	$200,000	$0
Personnel	$100,284	$98,399	$105,157	$110,054	$136,713
Contract Services	58,013	63,947	40,679	94,605	55,895
Utilities	40,480	40,346	43,913	44,266	44,500
Other Operating Exp.	54,610	51,389	55,916	55,562	46,026
Major Capital				200,000	
Minor Capital			574		
TOTAL EXPENDITURES	$253,387	$254,081	$246,237	$504,487	$283,134
NET INCOME/(SUBSIDY)	($253,387)	($254,081)	($246,237)	($304,487)	($283,134)

1013221	Miscellaneous Contracts 13	11,660	6,683	8,857	7,500	12,444	Contract Services
1013224	Interior Maintenance	35,307	47,370	22,470	76,605	32,951	Contract Services
1013225	Grounds Maintenance	11,046	9,894	9,352	10,500	10,500	Contract Services
1013301	Telephone 13	16,569	17,644	18,426	18,086	14,600	Other Operating Expenditures
1013302	Postage 13	11,962	10,097	11,397	12,000	8,426	Other Operating Expenditures
1013307	Vehicle Oper & Maintenance 13	11,227	9,366	8,091	8,000	8,000	Other Operating Expenditures
1013308	Supplies & Materials 13	14,820	14,282	18,002	17,476	15,000	Other Operating Expenditures
1013309	Misc Operating Expenses 13	32					Other Operating Expenditures
1013312	Utility - Water 13	6,008	5,734	6,345	8,000	8,000	Utilities
1013313	Utility - Electric 13	23,155	20,904	24,258	24,356	24,300	Utilities
1013314	Utility - Natural Gas	3,893	3,572	4,296	4,123	4,200	Utilities
1013317	Utility - Sewer 13	7,424	10,136	9,013	7,787	8,000	Utilities
1070412	Office Furniture Workstation 70			287			Minor Capital
1070414	Office Furniture			287			Minor Capital
3131314	CITY HALL IMPROVEMENTS				200,000		Intergov Grants
3179614	City Hall Improvements				200,000		Major Capital
99000	Personnel	100,284	98,399	105,157	110,054	136,713	

III. Personnel Allocations

Position:	**FTE Allocation:**
Receptionist	1.00
Maintenance Technician	0.30
Finance Supervisor	0.05
Public Works Supervisor	0.05
Parks and Facilities Maintenance Worker	0.15
Total	1.55

IV. Expenditure Summary

Operating Expenses: Operating expenses include phone, postage, vehicle operations & maintenance, office supplies & materials and electric, gas, water and sewer utilities for the City Hall facility.

Contract Services: The budgeted amount includes the cost for routine and non-routine/major maintenance at the City Hall facility, as well as an appropriation in the 'Interior Maintenance' account for consulting costs associated with completion of a space needs and site analysis for City Hall facilities in the future.

Reductions

-

Increases

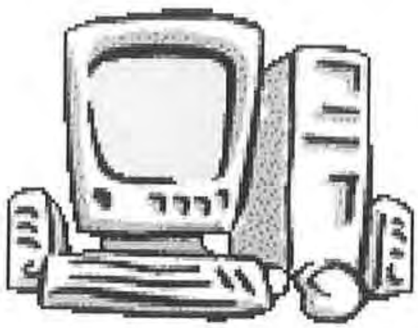
- Anticipated improvements to City Hall are funded through an increased appropriation to the Interior Maintenance line item.

V. Goals and Performance Measures ☑

Objectives	Performance Measures
◆ Provide a safe, comfortable work environment for employees and for members of the public attending meetings	1. Manage utility and contract costs under budgeted amounts 2. Maintain investment in City Hall facilities to avoid deferred maintenance costs
◆ Provide a responsive and open environment at City Hall	1. Respond to 100% of approximately 2600 phone calls and walk-in visitors to City Hall annually.
◆ Develop and begin implementation of non-routine repairs and improvements to Carpinteria City Hall	1. Execute top priority non-routine repairs and improvements to Carpinteria City hall as determined by City Staff
◆ Provide City Council with a comprehensive report on City space needs and alterations	1. Execute contract with consultant and complete the study

City of Carpinteria
2014-15 Proposed Budget

Fund: General Fund
Department: Administrative Services



Program: *Management Information Services*

I. Program Summary

This program is part of the General Government function of the City. The Management Information Systems encompasses five significant activities as described below. These activities include providing information for effective management, ensuring dependability of all workstations and obtaining knowledge of the latest technology to render a high quality level of service and support.

- **Troubleshooting**: Involves the timely solving of various problems encountered by users. Typical problems involve finding files, sharing files, recovering from accidental losses and printing problems
- **Backup:** Securing files for restoration, storage and saving.
- **Security:** Determining, implementing and maintaining user's rights to avoid file loss and corruption. Conduct regular scanning for viruses and maintain virus definition files.
- **Website maintenance**: Monitoring the website and creating additional resources for internet viewers.
- **Training and Instruction**: Training and Instruction is the key for successful use and increasing productivity.

Program: Management Information Services

II. Budget Summary

Program:	Management Information Services				
	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$0	$0	$0	$0	$0
Personnel	$53,815	$52,803	$56,429	$59,057	$55,980
Contract Services	45,697	55,094	71,204	64,876	97,966
Other Operating Exp.	3,107	3,274	2,455	2,521	3,100
Minor Capital	12,796	15,098	81,593	15,000	23,579
TOTAL EXPENDITURES	$115,415	$126,269	$211,681	$141,455	$180,625
NET INCOME/(SUBSIDY)	($115,415)	($126,269)	($211,681)	($141,455)	($180,625)

1018220	System Administration	18,321	28,068	27,767	32,500	35,000	Contract Services
1018222	Equipment Maintenance	24,501	23,583	18,228	20,373	21,966	Contract Services
1018224	Software Maintenance	2,875	3,443	25,209	12,003	41,000	Contract Services
1018308	Supplies & Materials 18	3,107	3,274	2,455	2,521	3,100	Other Operating Expenditures
1070416	General Capital Assets			51,358			Minor Capital
1070417	Computer Hardware	12,796	1,236	13,750	15,000	15,123	Minor Capital
2170417	Computer Hardware 21		13,862	16,485		8,456	Minor Capital
99000	Personnel	53,815	52,803	56,429	59,057	55,980	

III. Personnel Allocations

Position:	FTE Allocation:
Administrative Services Director	0.30
Assistant to the City Manager	0.03
Total	0.33

IV. Expenditure Summary

Personnel: This program is allocated the costs for 30% of the Administrative Services Director and 3% of the Assistant to the City Manager.

Operating Expenses: Operating expenses include the purchase of supplies such as toner cartridges for the printers and copiers.

Contract Services: Contract Services provide outside technical assistance in administering the computer network, annual maintenance agreements for two photocopiers and the phone system. Also included is a contract for City web page update.

Minor Capital/Equipment: Capital Outlay includes purchase of new workstations which have not been replaced in five years.

V. Goals and Performance Measures ☑

Objective	Performance Measures
◆ Provide technological hardware and software productivity resources	1. Upgrade workstations 2. Increase memory and speed
◆ Ensure system reliability and data security	1. Perform daily tape backups 2. Providing security for shared data 3. Protect data by developing a backup strategy for individual users
◆ Maximize the ease of use of system programs	1. Facilitate cross training 2. Monitor individual requirements
◆ Manage network applications	1. Modify changes as needed
◆ Maintain a user-friendly and accessible website as a means of communication with the public	1. Post 100% of City Council, Planning Commission and Architectural Review Board agendas and staff reports before the meeting dates 2. Perform various staff and City related updates / modifications to the City's website 3. Work with MIS consultant, as is necessary, on any security, web host or other technical issues.

City of Carpinteria
2014-15 Adopted Budget

Fund: General Fund
Department: Community Development

Program: *Community Development Department Administration*

I. Program Summary

Community Development Administration is responsible for planning, organizing and directing the work in the different program divisions of the Community Development Department.

- Advance Planning
- Housing
- Development Review and Building
- Code Compliance
- Animal Care & Control

The Community Development Department (CDD) provides primary support to the Planning Commission and its advisory bodies: the Architectural Review Board and the Environmental Review Committee. CDD also provides staff support as needed to the City Council, City Manager, other City departments, and boards and committees as needed (Traffic Safety Committee, Tree Advisory Board, Downtown-T Business Advisory Board, Technical Planning Advisory Committee and Joint Cities/County Housing Task Group). Staff is also involved in reviewing and commenting on environmental documents prepared for projects in the surrounding County jurisdiction as well as those adopted by Special Districts and the State within and adjacent to the City boundaries. Staff has also directed considerable effort toward updating the records and record-keeping systems of the City to implement digital map and site plan requirements, an electronic filing system, use of Geographic Information Systems (GIS) mapping and other technological advances to improve the efficiency of the Department's work.

Departmental administration involves coordinating the day to day personnel work schedule, adjusting priorities to meet the specific needs and tasks of the department, City Council, City Manager, other departments, other public agencies and members of the general public. All work is done with the goal of implementing the Department's Mission Statement:

> *The Community Development Department will provide proactive customer service to ensure that the physical development of the community enhances Carpinteria's small beach town character. In partnership with the community, we will promote a high quality of life by consistently and fairly enforcing regulations to preserve neighborhoods, achieve well-designed buildings, and contribute to a safe, healthy, livable and economically prosperous environment.*

II. Budget Summary

Program: Community Development Administration

	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$0	$0	$0	$0	$0
Personnel	$120,572	$118,306	$126,431	$132,319	$133,023
Contract Services				7,400	8,000
Other Operating Exp.	253	157	1,040	1,100	1,100
TOTAL EXPENDITURES	$120,825	$118,463	$127,471	$140,819	$142,123
NET INCOME/(SUBSIDY)	($120,825)	($118,463)	($127,471)	($140,819)	($142,123)

1041222 Records Conversion Project				7,400	8,000	Contract Services
1041305 Dues & Subscriptions 41	100		600	600	600	Other Operating Expenditures
1041306 Meetings & Travel 41	153	157	440	500	500	Other Operating Expenditures
99000 Personnel	120,572	118,306	126,431	132,319	133,023	

III. Personnel Allocations

Position:	**FTE Allocation:**
Director of Community Development	0.20
Senior Planner	0.10
Associate Planner	0.10
Assistant Planner	0.10

Program: Community Development Department Administration

Administrative Assistant	0.15
Code Compliance Supervisor	0.10
Code Compliance Officer	0.05
Code Compliance Officer	0.05
Building Inspector	0.05
Total	0.90

IV. Expenditure Summary

Personnel

Department staff members continuously work together to improve the services offered by the Department. No change to the number of positions is proposed for this fiscal year though the Department continues to use a few contract planners to help fulfill the mission of the Department through the Advance Planning and Housing Programs. The whole CDD team works cooperatively and emphasizes ongoing communication to ensure that the Department's work is carried out in an efficient and courteous manner.

Operational Expenses

Operational expenses are based on the preceding budget year expenditures. Costs expected this year include updating policies and procedures and technical support services (e.g., upgrading Geographic Information Systems software and converting paper files to electronic format). These technological tools will enable the Department to improve the quality and quantity of public information available from the Department regarding land use matters. Department staff will also continue to attend mandatory training sessions, budget meetings and perform administrative duties such as completing time sheets and accounting for building and planning charges.

V. Goal, Objectives and Performance Measures ☑

The goal of the Administration Program is to provide public service in the form of land use information and processes to ensure continuity of government across all of the Department's functions.

Objectives	Performance Measures
◆ Respond to State mandated reporting requirements for the General Plan and the Housing Element.	Submit annual progress report for the Housing Element by April 2015 and for the General Plan by May 2015.

Program: Community Development Department Administration

Objectives	Performance Measures
◆ Use GIS technology to depict land use information in graphic reports.	Prepare semi-annual cumulative projects list and map to post on City website in July 2014 and January 2015.

City of Carpinteria
2014-15 Adopted Budget

Fund: General Fund
Department: Community Development

Program: *Advance Planning*

I. Program Summary

Community Development's Advance Planning program consists of long-range planning activities for the City. The General Plan/Coastal Plan is the 30-year plan that guides the City's efforts to meet the future needs of its residents. The Local Coastal Program is the City's policy and regulatory guide for preserving and enhancing coastal resources in compliance with the California Coastal Act. These plans were updated and certified by the California Coastal Commission in 2003. Over the past several years, staff has been working on completing updates to two key implementation documents: the Downtown and Beach Neighborhood Design Guidelines and the Zoning Code Update. The Beach Neighborhood Residential Design Guidelines were completed in late 2013. This year's work program priorities include the ongoing effort to complete the Zoning Code and the Downtown Design Guidelines. We are also working on completing a consistency rezone so that zoning designations match General Plan Land Use Designations.

Other Advance Planning Activities

- Represent the City's long-range planning goals at community meetings such as SBCAG's Technical Planning Advisory Committee.
- Complete minor updates to the Carpinteria Municipal Code such as adopting regulations for peddling permits.
- Participate in the Santa Barbara County Association of Governments planning process for the Draft Bicycle Master Plan and Park and Ride Study.

Program: Planning

II. Budget Summary

Program:	Advance Planning				
	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$0	$0	$0	$0	$0
Personnel	$112,299	$110,188	$117,755	$123,240	$122,758
Contract Services	27,478	7,718	3,018	25,500	14,500
Other Operating Exp.	2,543	2,025	1,222	2,209	2,250
TOTAL EXPENDITURES	$142,320	$119,931	$121,994	$150,949	$139,508
NET INCOME/(SUBSIDY)	($142,320)	($119,931)	($121,994)	($150,949)	($139,508)

1041224 Drafting/Mapping			400	500	500	Contract Services
1041225 Misc. Planning Contracts	27,478	7,718	2,618	5,000	4,000	Contract Services
1041303 Printing & Advertising 41	35	716	5	1,000	1,000	Other Operating Expenditures
1041308 Supplies & Materials 41	2,508	1,309	1,216	1,209	1,250	Other Operating Expenditures
1072216 Zone Code Update				20,000	10,000	Contract Services
99000 Personnel	112,299	110,188	117,755	123,240	122,758	

III. Personnel Allocations

Position:	FTE Allocation:
Community Development Director	0.20
Senior Planner	0.20
Associate Planner	0.15
Administrative Assistant	0.05
Assistant Planner	0.10
Total	0.70

IV. Expenditure Summary

Personnel

The Community Development Director will work on many of the advance planning projects identified for completion this fiscal year and will use services of contract planners as needed, e.g., Zoning Code Update Project. All Department staff support the work outlined in these complex planning efforts.

Operational Expenses

Projected expenses reflect costs associated with the preparation and publishing of the advance planning projects contemplated for the 2014 - 15 fiscal year. This year's budget includes costs anticipated for completion of the comprehensive update to Title 14 (Zoning) of the Carpinteria Municipal Code. Other costs include the contract planner who oversees annual monitoring of biological resources within the City and administrative costs associated with support to the Planning Commission.

Contract Costs

The contract services budget includes:

1. Complete Zoning Code Update - $25,000
2. Other Code/General Plan Compliance Work - $5,000

V. Goal, Objectives and Performance Measures ☑

The goal of the Advance Planning Program is to provide long range planning for the City's future and for the sustainability of the region in compliance with state mandates set forth in general plan law and the Coastal Act.

Objectives	Performance Measures
◆ Develop Design Guidelines for the Concha Loma Neighborhood.	1. Present draft to Architectural Review Board and Planning Commission in summer 2014. 2. Forward Architectural Review Board and Planning Commission recommendation to City Council within 30 days from date of final recommendation.

Program: Planning

Objectives	Performance Measures
◆ Complete comprehensive update to Title 14 (Zoning) to bring regulations into conformance with General Plan/Coastal Plan, including a Historic Preservation Ordinance.	1. Circulate draft for public review in summer 2014. 2. Hold two public work sessions to obtain input. 3. Present draft to Architectural Review Board and Planning Commission within 45 days of release of public draft. 4. Forward Architectural Review Board and Planning Commission recommendation to City Council within 45 days from date of final recommendation.
◆ Maintain up to date regulations that respond to community needs and expectations.	Complete updates to Municipal Code regulations for various issues such as peddling permits.
◆ Revise zoning to match General Plan Land Use Designations through approval of a Local Coastal Program Amendment.	1. Present draft to Planning Commission in summer 2014. 2. Forward Planning Commission recommendation to City Council within 30 days from date of PC recommendation. 3. Submit City Council LCPA recommendation to California Coastal Commission within 30 days of Council recommendation. 4. Accept Coastal Commission recommendations within 45 days of action.

Fund: Affordable Housing Trust Fund
Department: Community Development

Program: *Housing*

I. Program Summary

Community Development's Housing Program consists of long-range planning efforts that implement Housing Element policies and programs. We also develop new programs as needed to serve the affordable housing needs of Carpinterians. Staff coordinates with the County of Santa Barbara Housing and Community Development Department through participation in the HOME program and the Community Development Block Grant (CDBG) program that support local affordable housing and community service programs with no impact to the General Fund. Program staff also work with local non-profit housing developers to ensure that affordable units are available in Carpinteria and help the City plan for its fair share of housing according to the Regional Housing Needs Assessment (RHNA) process.

One of the main goals of the Housing Program is to maintain and expand the City's stock of affordable housing. Implementation of the program involves seeking assistance from and working with local non-profit groups to rehabilitate existing structures and support construction of new residences to increase affordable housing opportunities. In addition, staff performs contract administration work and coordinates with City of Santa Barbara housing staff to provide planning services as a part of the implementation of the City's inclusionary affordable housing program. Through these two efforts, both affordable for sale residences as well as affordable rental units are produced. Costs associated with implementation of the inclusionary housing program are supported by development application fees, mitigation fees and contributions from the City's Affordable Housing Trust Fund.

A new housing program to assist lower and above moderate income earners with down payments to improve opportunities for home ownership was implemented in fiscal year 2013 – 14. The program is conducted in partnership with the Housing Trust Fund of Santa Barbara County and uses funds previously deposited into the City's Affordable Housing Trust Fund. One down payment loan has been issued thus far while additional outreach and education efforts continue to ensure those who are interested and eligible are aware of the program. The repayment of the down payment assistance loan is deferred for 30 years, at which time the City will gain its proportionate share of the home's equity. The repaid loan amount, with equity, will be redeposited into the City's fund to support the program in an ongoing manner.

This fiscal year will also see the adoption of the Housing Element Update, due for certification in February 2015. Staff commenced work in fiscal year 2013 – 14 through securing the services of John Douglas, a housing consultant who is preparing an updated Element to address the new eight-year cycle adopted by the State Department of Housing and Community Development. A draft of the Housing Element will be released in summer 2014, after which environmental review will commence and subsequent hearings before the Planning Commission and City Council will be held before the Element can be sent to the state for review and certification. Certain amendments to the Zoning Code to implement programs described in the 2009 Housing Element will need to be approved by the City first, prior to certification of the Updated Element. These proposed zoning code amendments are set to be considered by the Planning Commission in July 2014. After Planning Commission review, the amendments will be reviewed by the City Council before they are transmitted to the Coastal Commission for certification as part of the City's Local Coastal Program.

The Community Development Department's Housing Program includes the following activities:

- Plan for and coordinate the development of affordable housing units pursuant to targeted income categories and other requirements of the Housing Element.
- Participate in the Santa Barbara County HOME Consortium and the CDBG Urban County.
- Coordinate with the City of Santa Barbara housing staff in implementing the contract for provision of affordable housing services.
- Provide staff support to the Joint Cities-County Housing Task Group.
- Coordinate with SBCAG, the US Census Bureau and State Department of Finance on the collection and maintenance of housing and population statistics.
- Implement homebuyer down payment loan program in partnership with the Housing Trust Fund of Santa Barbara County.

- Continue work on the 2014 Housing Element Update for final approval before February 2015.

II. Budget Summary

Program: **Housing**

	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$300,000	$0	$3,540	$15,906	$37,720
Personnel	$26,138	$25,647	$27,408	$28,685	$28,868
Contract Services			3,540	15,906	37,720
TOTAL EXPENDITURES	$26,138	$25,647	$30,948	$44,591	$66,588
NET INCOME/(SUBSIDY)	$273,862	($25,647)	($27,408)	($28,685)	($28,868)

4242423 INCLUSIONARY HOUSING	300,000		3,540	7,906	4,000	Subventions / Intergovernmental
4242425 SEMP				8,000	33,720	Subventions / Intergovernmental
4243222 RHMTF				8,000	33,720	Contract Services
4243223 Inclusionary Housing Expense			3,540	7,906	4,000	Contract Services
99000 Personnel	26,138	25,647	27,408	28,685	28,868	

III. Personnel Allocations

Position:	**FTE Allocation:**
Community Development Director	0.20
Senior Planner	0.10
Assistant Planner	0.20
Total	0.50

IV. Expenditure Summary

Personnel

Implementation of the housing program is primarily the responsibility of the Community Development Director with assistance from the Senior Planner and the City of Santa Barbara contract housing planner. The Assistant Planner is also involved in administering the Inclusionary Affordable Housing Program and the Community Development Block Grant Program. In this fiscal year, the City will also use the services of the Housing Trust Fund staff in implementing the down payment loan program and Housing Planner John Douglas to prepare the Housing Element Update.

Operational Expenses

Staff is projecting operational costs based on prior budget year expenditures with an additional increment of administrative cost related to the continued implementation of the contract agreement with the City of Santa Barbara. There will also be costs associated with the Housing Trust Fund's work to implement the down payment loan program. These administrative costs will be paid from the City's Affordable Housing Trust Fund. One other aspect of the expenses for housing is the City's support of the City of Santa Barbara's Rental Housing Mediation Task Force which provides mediation services to landlords and tenants in Carpinteria. Expenses to cover the City's contribution to the RHMTF for fiscal year 2014 – 15 will be paid from the Socio-Economic Monitoring Program (SEMP) fund. The SEMP fund will also support costs associated with the Housing Element Update.

Contract Costs

Contract costs are anticipated for this fiscal year related to implementation of the contract agreement with the City of Santa Barbara Housing Program staff as mentioned above ($5,000) and the Housing Trust Fund agreement (maximum of $40,000). And, as mentioned above, the City's annual contribution of $8,000 to the City of Santa Barbara in support of the Rental Housing Mediation Task Force will continue to be paid out of the SEMP fund. Finally, the Housing Element Update project is expected to cost approximately $25,000 and will be paid for out of the SEMP fund as well as noted above.

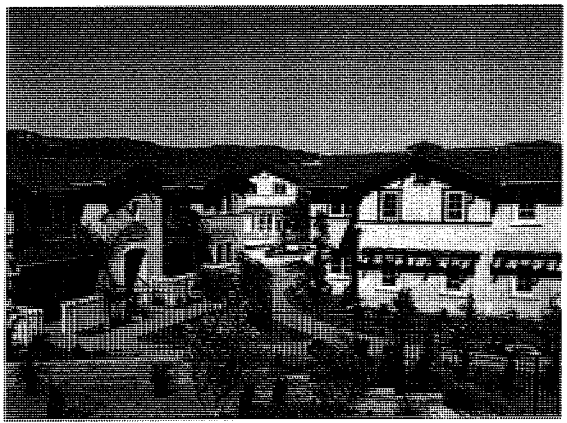
V. Goal, Objectives and Performance Measures ☑

The goal of the Housing Program is to provide safe and affordable housing of various types for all economic sectors of the community.

Objectives	Performance Measures
◆ Use City housing funds and staff efforts to leverage the greatest benefit possible for local residents.	Continue communication with a non-profit organization that is committed to complete construction of 43 units of the City's affordable housing obligation for extremely low, very-low and low income households.
◆ Coordinate with the County on the Community Development Block Grant Program and the creation of other programs to fund affordable housing.	Attend three HOME Consortium and CDBG meetings and facilitate use of funds for affordable housing projects.
◆ Implement the Workforce Homebuyer Down Payment Loan Program in partnership with the Housing Trust Fund of Santa Barbara County.	Assist four lower and above-moderate income households in purchasing a residence.
◆ Complete Housing Element Update for 2014 - 2022.	Release a draft Housing Element Update for review by the Planning Commission in summer 2014. Forward the Planning Commission's recommendations to the City Council in fall 2014. Submit for review by State HCD in winter 2014 to achieve a certified Housing Element by February 2015.

City of Carpinteria
2014-15 Proposed Budget

Fund: General Fund
Department: Community Development



Program:

Development Review & Building

I. Program Summary

The Community Development Department's Development Review and Building program evaluates all types of development applications, maintains the City's development regulations and enforces the uniform construction codes and all other state and local laws which regulate building construction and maintenance. The Department also provides information to the public on the City's website and at its zoning information counter regarding permit requirements and procedures, zoning designations and permitted land uses in the various zone districts throughout the City.

Development Review: Staff planners evaluate and process applications for use permits, variances, architectural review, signs, development plans, subdivisions and lot line adjustments, and general plan, coastal plan and zoning text amendments. The review process includes environmental review of development proposals and public hearings before the Architectural Review Board and City's decision making bodies, the Planning Commission and City Council, and when necessary, the California Coastal Commission. CDD staff coordinates review by other departments and special districts such as the Carpinteria Valley Water District, Carpinteria Sanitary District and the Carpinteria-Summerland Fire Protection District.

Building: The City's Building Inspector provides plan check services and performs inspections for new buildings or alterations and additions to existing buildings and performs inspections of residential buildings upon sale. The Building Inspector is also instrumental in determining when buildings are substandard and repairs or demolition may be required to ensure the public health and safety. Minor grading associated with new construction or remodels is also reviewed and inspected by the City's Building Inspector.

Program: Development Review & Building

Assistance from a building plan check and inspections specialist is provided through a contract to manage any complex building proposals or to provide continued service during vacations and sick days.

II. Budget Summary

Program: Development Review and Building

	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$317,351	$345,184	$275,486	$279,105	$218,105
Personnel	$325,404	$319,288	$341,215	$357,108	$357,034
Contract Services	21,913	9,295		20,400	20,400
Other Operating Exp.	2,929	1,858	4,144	1,884	2,750
TOTAL EXPENDITURES	$350,246	$330,441	$345,360	$379,392	$380,184
NET INCOME/(SUBSIDY)	($32,895)	$14,743	($69,874)	($100,287)	($162,079)

1010173	BUILDING/CONSTR PERMITS	79,425	109,545	143,013	100,000	85,000	Licenses & Permits
1010177	TEMP USE PERMITS	310	480		505	505	Licenses & Permits
1010178	SIGN PERMITS	3,948	1,530	1,540	600	600	Licenses & Permits
1010180	PLANNING CHARGES	166,435	174,896	107,089	150,000	100,000	Charges for Services
1010188	BLDG PLAN CHECK CHARGE	67,233	58,733	23,845	28,000	32,000	Charges for Services
1042216	Project Review/Consulting	21,913	9,295		20,400	20,400	Contract Services
1042303	Printing & Advertising 42		43	449	350	450	Other Operating Expenditures
1042305	Dues & Subscriptions 42	320	185	100	100	100	Other Operating Expenditures
1042306	Meetings & Travel 42	53		7	500	200	Other Operating Expenditures
1042308	Supplies & Materials 42	2,556	1,630	3,588	934	2,000	Other Operating Expenditures
99000	Personnel	325,404	319,288	341,215	357,108	357,034	

III. Personnel Allocations

Position:	**FTE Allocation:**
Community Development Director	0.20
Senior Planner	0.50
Associate Planner	0.75
Administrative Assistant	0.50
Assistant Planner	0.40
Building Inspector	0.75
Total	3.10

IV. Expenditure Summary

Personnel

Existing personnel levels will be maintained for development review and building services. Staff planners are experienced and knowledgeable of the City's Zoning Code and General/Coastal Plan policies, providing for efficiency in permit processing.

Contract planning staff from the Santa Barbara County Energy Division are used to assist the Department in its review of oil and gas related operations and development at the Carpinteria Oil and Gas Processing Facility. Costs associated with this work are funded through permit review fees.

Building plan check review and inspections provided by the City will be supplemented with contract staff as needed for large and/or structurally complex development projects so that City staff can focus on the majority of our work, which includes minor residential and commercial building permits for our local community residents and businesses.

Operational Expenses

Training seminars for the building inspector are ongoing and are required to maintain existing certifications for building plan check and inspection services. This includes training related to the new energy code effective July 1, 2014.

Contracting Costs

Budgeted expenditures reflect the anticipated cost to the City of providing some plan check and inspection services through a consultant. These costs are passed through in full to project applicants.

V. Goal, Objectives and Performance Measures ☑

The goal of the Development Review and Building Program is to provide efficient permitting and inspection services to ensure well-designed development that meets all zoning and building code requirements and fits with the small, beach town character of Carpinteria.

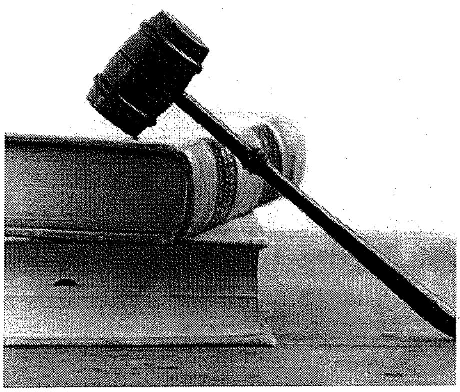
Objectives	Performance Measures
◆ Implement an efficient and informative development review process.	Provide accurate and timely noticing for 100% of approximately 25 annual Planning Commission and ARB items. Issue an application complete or incomplete letter to 100% of approximately 10 annual project applications for Planning Commission review within 28 days of submittal.

Program: Development Review & Building

Objectives	Performance Measures
	Issue an application complete or incomplete letter to 100% of approximately 15 annual addition or alteration projects for ARB review within 25 days of submittal.
◆ Provide timely processing of ministerial permits.	Complete the planning review process for 90% of projects that do not require ARB review within 30 days of application completeness.
◆ Maintain prompt plan check review process.	Complete first review of 95% of approximately 50 small addition or alteration projects within seven days of submittal. Complete first review of 95% of approximately 20 moderately complex projects within 14 days of submittal. Complete first review of 90% of approximately 10 complex projects within 21 days of submittal. Complete first review of 100% of approximately two very complex projects within 30 days of submittal.
◆ Maintain prompt building inspection response time.	Complete 100% of 1,000 annual inspection requests within 24 hours.

City of Carpinteria
2014-15 Proposed Budget

Fund: General Fund
Department: Community Development



Program:
Code Compliance

I. Program Summary

The Community Development Department's Code Compliance Division ensures compliance with the Carpinteria Municipal Code. The Code includes myriad regulations ranging from Administration to Zoning. Notices to Correct, Compliance Orders, infractions to appear in court or administrative citations are tools used to gain compliance with the laws and regulations set forth in the Municipal Code. For fines that are not paid in a timely manner, the City uses a collection agency to perform follow-up on all unpaid citations for a percentage of the fine due.

Quality of life and health and safety issues are the priority of our program. Compliance efforts address parking regulation, abandoned vehicle abatement, housing inspections, neighborhood preservation, animal services and implementation of our unique local smoking, graffiti, parks management and shopping cart ordinances. Permit applications for taxis, animal keeping, vendors, solicitors, peddlers, escorts and massage technicians, therapists and establishments are reviewed and processed under the Code Compliance Division.

The Code Compliance Supervisor also participates as a member of the Traffic Safety Committee and is a member of the California Association of Code Enforcement Officials (CACEO).

Code Compliance staff works with other agencies including the Carpinteria-Summerland Fire Protection District to help implement fire lane regulations and issue weed abatement notices. We also work together to ensure that sub-standard housing conditions are addressed and resolved in a timely manner. Ongoing coordination with the Sheriff's Department is also an important aspect of Code Compliance in ensuring the safety and welfare of the community through patrols for homeless encampments, review of Alcoholic Beverage Control licenses, enforcing public smoking restrictions, peddling and overnight camping regulations. Code Compliance also oversees two part-time school crossing guards at two elementary schools: one at Canalino School and one at Aliso School. One of the part-time positions is partially funded by the Carpinteria Unified School District though the crossing guard is an employee of the City.

In order to reduce the number of citations issued and to encourage compliance for the benefit of our residents and visitors, and to preserve the small town charm of Carpinteria, Code Compliance staff take a proactive role in educating the public about code compliance, use of the parks and other public areas, parking regulations and animal care and control laws. A Code Compliance Officer patrols our parks and beaches during regular business hours on weekends and until 6:00 p.m. during summer months, enforcing dog leash and dog waste clean up laws, ensuring that parks are used appropriately and reporting graffiti vandalism as soon as it is found to ensure a prompt clean-up response.

II. Budget Summary

Program:	Code Compliance				
	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$58,574	$50,294	$61,047	$63,500	$58,000
Personnel	$261,788	$256,867	$274,508	$287,293	$279,085
Contract Services	-5,123	2,524	2,803	11,085	6,000
Other Operating Exp.	1,567	-160	-807	1,062	2,300
TOTAL EXPENDITURES	$258,232	$259,231	$276,503	$299,440	$287,385
NET INCOME/(SUBSIDY)	($199,658)	($208,937)	($215,457)	($235,940)	($229,385)

1010131	COURT FINES & PENALTIES	7,044	4,981	4,718	3,000	3,000	Fines & Forfeitures
1010132	PARKING FINES & PENALTIES	46,940	40,063	47,501	55,000	50,000	Fines & Forfeitures
1010191	RENTAL HOUSING INSPECTION FEE	4,590	5,250	8,827	5,500	5,000	Charges for Services
1022214	Hearing Officer	-5,282	1,444	1,663	10,000	5,000	Contract Services
1022229	Vehicle Towing/Storage	159	1,080	1,140	1,085	1,000	Contract Services
1022303	Printing & Advertising	120	2,128	331	566	2,000	Other Operating Expenditures
1022305	Dues & Subscriptions 22	673	345	480	800	800	Other Operating Expenditures
1022306	Meetings & Travel 22	165		269	2,096	1,000	Other Operating Expenditures
1022308	Supplies & Materials 22	609	-2,633	-1,887	-2,400	-1,500	Other Operating Expenditures
99000	Personnel	261,788	256,867	274,508	287,293	279,085	

III. Personnel Allocations

Position:	**FTE Allocation:**
Community Development Director	0.20

Program: Code Compliance

Code Compliance Supervisor	0.80
Code Compliance Officer	0.60
Code Compliance Officer	0.65
Building Inspector	0.20
Crossing Guards	1.00
Administrative Assistant	0.20
Assistant Planner	0.20
Senior Planner	0.10
Total	3.95

IV. Expenditure Summary

Personnel

The Code Compliance unit is fully staffed with officers working Monday through Friday as well as one officer providing daytime weekend coverage. The Division staff is assisted in their duties by the Building Inspector, the Administrative Assistant and the Assistant Planner.

Operational Expenses

Operating expenses have been maintained based on previous years' activity.

V. Goal, Objectives and Performance Measures ☑

The goal of the Code Compliance Program is to ensure the public health, safety and welfare and maintain the quality of life in Carpinteria through outreach and education to residents and visitors to ensure compliance with the Municipal Code.

Objectives	Performance Measures
◆ Document and investigate violations that are reported by the public. Network with other agencies and conduct co-agency inspections of reported Municipal Code violations.	Complete initial site investigations of approximately 100 complaints received annually within three days of notification. Close 75% of all cases within 60 days.
◆ Work with Law Enforcement, field staff and volunteers to abate graffiti throughout the City.	Monitor the graffiti hotline and patrol the City to ensure that 100% of approximately 130 incidents of graffiti are reported and removed from private property within 10 days.

Program: Code Compliance

Objectives	Performance Measures
◆ Abate abandoned or inoperable vehicles on private property.	Abate 100% of approximately 15 vehicles throughout the City.
◆ Implement the Single Family Rental Housing Inspection Program for Zones 4 and 5.	Notice, schedule and complete inspections throughout these two zones by July 2015.

City of Carpinteria

2014-15 Proposed Budget

Fund: General Fund
Department: Community Development

Program: *Animal Care and Control*

I. Program Summary

Animal care and control services are provided by the City's Code Compliance Officers seven days a week during regular business hours. Compliance Officers respond to calls for service, appear in court, work with the local veterinarians, educate the public about leash laws and licensing requirements and return stray pets to their owners. Officers also file reports when bite injuries occur and respond to calls regarding injured or abandoned animals. When an animal services emergency occurs after regular business hours, the Sheriff's Department will dispatch an animal control officer to respond to the "911" call.

As the City does not have its own animal shelter, we use the services of local veterinarian Dr. Smith of the Animal Medical Clinic for boarding stray pets and the adoption of unclaimed animals. However, we do provide temporary sheltering in two outdoor kennels at City Hall, particularly for large dogs and also have volunteers who provide foster care for animals until they are adopted into permanent homes. We also have a few volunteers who are able to walk dogs so we can ensure they are getting continued attention, exercise and socialization.

Another aspect of the program deals with the state mandate that rabies be controlled throughout the City. To comply with this requirement, City staff issue dog licenses at City Hall upon proof of current rabies vaccines. Dog licensing and impound fees contribute to helping fund animal care and control services.

II. Budget Summary

Program: Animal Care and Control

	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$29,146	$32,523	$29,153	$27,000	$28,000
Personnel	$57,962	$56,873	$60,779	$63,610	$65,144
Contract Services	26,826	27,614	26,696	26,000	28,000
Other Operating Exp.	3,768	2,671	3,491	3,282	3,900
TOTAL EXPENDITURES	$88,556	$87,158	$90,965	$92,892	$97,044
NET INCOME/(SUBSIDY)	($59,410)	($54,635)	($61,812)	($65,892)	($69,044)

1010134	ANIMAL FINES & PENALTIES	2,645	5,274	5,242	4,000	4,000	Fines & Forfeitures
1010135	DOG LICENSES	26,501	27,249	23,911	23,000	24,000	Licenses & Permits
1047213	Animal Sheltering	26,826	27,614	26,696	26,000	28,000	Contract Services
1047303	Printing & Advertising 47	2,596	2,052	2,079	3,000	3,000	Other Operating Expenditures
1047306	Meetings & Travel 47	652		817	32	300	Other Operating Expenditures
1047308	Supplies & Materials	520	619	595	250	600	Other Operating Expenditures
99000	Personnel	57,962	56,873	60,779	63,610	65,144	

III. Personnel Allocations

Position:	FTE Allocation:
Code Compliance Supervisor	0.10
Code Compliance Officer	0.35
Code Compliance Officer	0.30
Administrative Assistant	0.10
Total	0.85

IV. Expenditure Summary

Personnel

No changes in staffing levels are adopted for this fiscal year. Emphasis will be on the implementation of goals and performance measures outlined below.

Operational Expenses

Costs associated with services provided by the Animal Medical Clinic have been factored into the budget and are partially offset by licensing and impound fees.

V. Goal, Objectives and Performance Measures ☑

The goal of the Animal Control Program is to ensure that pets are properly cared for and that animal safety measures are enforced for the benefit of the larger community of residents and visitors. A specific goal of the program in this fiscal year is to implement a Spay/Neuter Ordinance similar to those adopted by the County of Santa Barbara, City of Santa Barbara and other cities within the County.

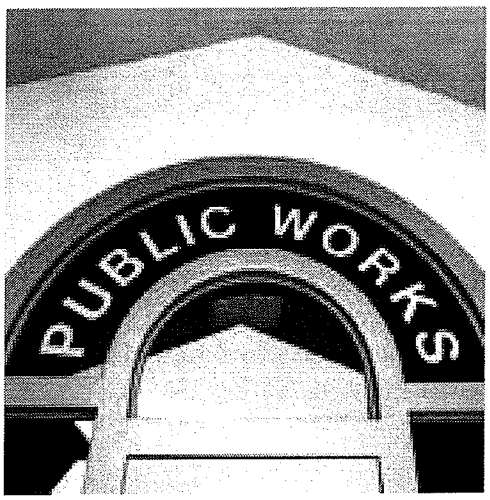
Objectives	Performance Measures
◆ Increase public awareness for dog licensing by contacts at City parks and by following up when licenses are not renewed.	Maintain a steady number of dogs in the dog license database through active outreach and compliance efforts.
◆ Provide prompt response to calls for animal control services.	Respond to 100% of approximately 275 annual calls for animal control services within the same day the call is received.
◆ Find permanent homes for stray dogs and cats found within the City.	Complete adoptions for 100% of approximately 10 dogs and cats within 60 days of taking the animal into custody.
◆ Improve enforcement of leash laws and dog waste clean up at City Parks and City Beach.	Make contacts to educate residents and visitors of the City's regulations. Issue citations as necessary to ensure compliance with dog leash and dog waste laws.
◆ Adopt a Spay/Neuter - Responsible Pet Ownership Ordinance to address issues of pet overpopulation and limited animal care resources.	Complete ordinance adoption and outreach efforts to the public, animal welfare organizations and local veterinarians by July 2015. Conduct one neighborhood outreach event. Reduce the number of stray animals by 10%.

Program: Animal Care & Control

City of Carpinteria
2014-15 Proposed Budget

Funds: Gas Tax
Measure A
Measure D
Trust and Agency
Revolving

Department: Public Works



Program: Public Works Administration

Program: Public Works Administration

I. Program Summary

The Public Works Administration Program is responsible for planning organizing, and directing all of the services which are provided for within the Department of Public Works. The Department is organized into the following Division and Programs:

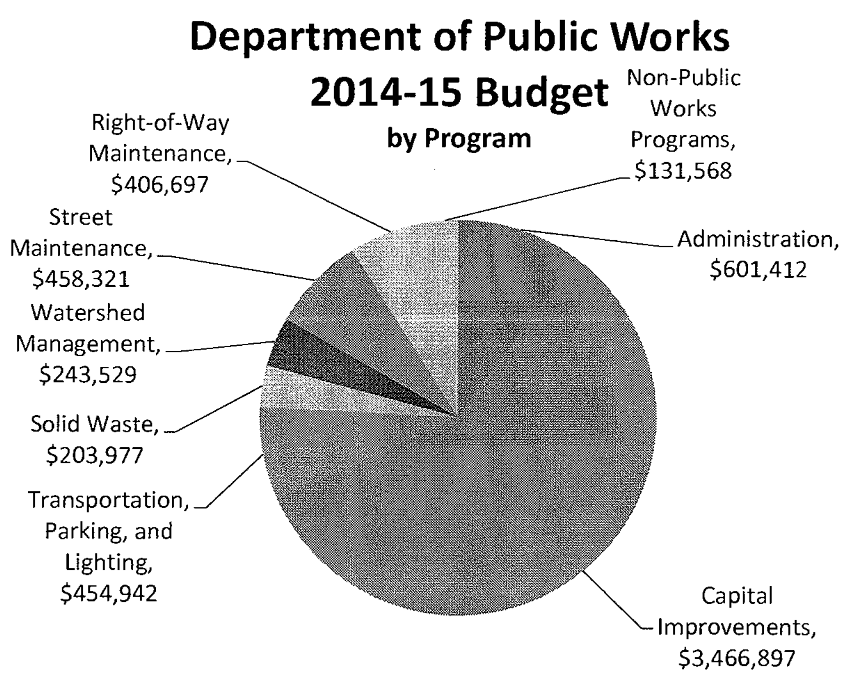
Engineering Division
- Administration
- Transportation Parking and Lighting
- Solid Waste
- Watershed Management
- Capital Improvements

Street Maintenance Division
- Street Maintenance
- Right-of-Way Maintenance

The Director of Public Works also serves as the City Engineer, City Traffic Engineer and Flood Plain Administrator. The Director is the City's representative on the Santa Barbara County Association of Governments Technical Transportation Advisory Committee (TTAC), the Regional Public Works Coordination Council, and the Multi-Jurisdictional Solid Waste Task Group. The Director also serves on the City's Environmental Review Committee. The Director is responsible for managing the City's Tree Advisory Board, the Downtown-T Business Advisory Board, or DTBAB (formerly the Parking and Business Improvement Area Advisory Board, or PBIAAB) and is Chair of the Traffic Safety Committee. The Public Works Supervisor provides primary staff support to the Tree Advisory Board. The Public Works Engineering Technician provides primary staff support to the Traffic Safety Committee. The Management Analyst provides primary staff support to the DTBAB.

The Department has a staff of approximately 11.5 full-time equivalent (FTE) employees. A portion of several of the employee's time, totaling approximately one and one-half full-time equivalent, is assigned to other non-Department of Public Works programs such as facilities management, communications, and park maintenance. The Department has several major service contracts for engineering, solid waste collection and program management, street sweeping, and landscape maintenance.

II. Budget Summary



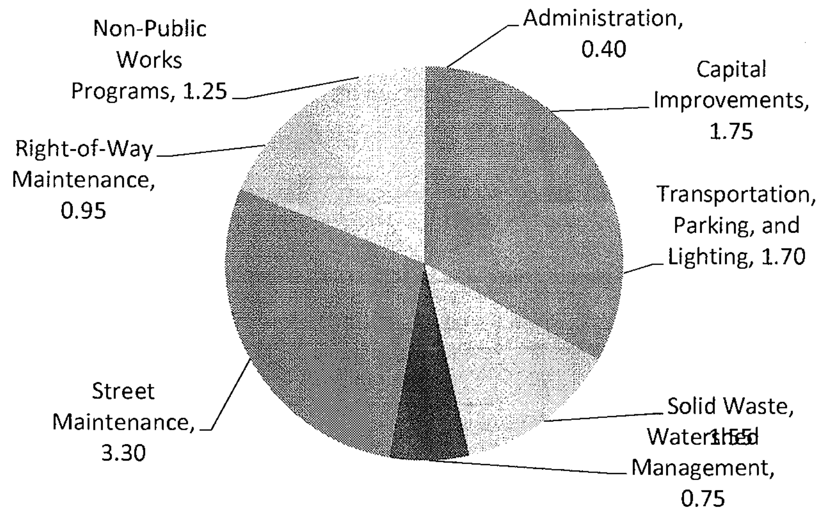
The chart above shows the overall 2014-15 Budget by Departmental program managed by Public Works Administration. The Department's total 2014-15 budget is $5,967,344. The following table presents the budget summary for the Public Works Administration Program:

Program:	Public Works Administration				
	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$19,864	$0	$0	$50,000	$0
Personnel	$51,005	$50,046	$53,483	$55,974	$43,139
Contract Services	35,817	89,351	142,637	95,000	155,000
Other Operating Exp.	11,055	12,012	11,616	9,328	9,250
Major Capital	18,776			50,000	
TOTAL EXPENDITURES	$116,653	$151,409	$207,736	$210,302	$207,389
NET INCOME/(SUBSIDY)	($96,789)	($151,409)	($207,736)	($160,302)	($207,389)

1030305	Dues & Subscriptions 30	1,024	2,004	2,243	1,500	2,000	Other Operating Expenditures
1030306	Meetings & Travel 30	319	1,847	1,209	1,628	1,750	Other Operating Expenditures
1030308	Supplies & Materials 30	8,212	6,556	6,377	4,200	2,500	Other Operating Expenditures
2531305	Dues & Subscriptions 31		105	288	500	500	Other Operating Exp.
2536226	Engineering Retainer	35,817	89,351	142,637	95,000	20,000	Contract Services
2730301	Asset Management Systems	1,500	1,500	1,500	1,500	2,500	Other Operating Expenditures
2734223	Civil Engineering Retainer					50,000	Contract Services
2734224	Traffic Engineering Retainer					85,000	Contract Services
3131315	CONTRACT SERVICES 37	19,864			50,000		Intergov Grants
3179615	Contract Services 31	18,776			50,000		Major Capital
99000	Personnel	51,005	50,046	53,483	55,974	43,139	

III. Personnel Allocations

Department of Public Works
2014-15 Budget
FTE Personnel Allocation by Program



The chart above shows the 2014-15 Budgeted Full Time Equivalent (FTE) personnel allocations to Department of Public Works Programs. A summary of all of the Department's 2014-15 assigned FTEs is shown below:

Public Works FTEs assigned to Public Works Programs	10.25
Public Works FTEs assigned to Non-Public Works Programs	1.25
Parks and Recreation FTEs assigned to Public Works Programs	0.45

As indicated above, 1.25 Public Works FTEs are assigned to non-Public Works programs including Central Services, Community Promotions and Parks and Facilities. The table also shows that 0.45 Parks and Recreation FTEs are assign to Public Works programs. Parks and Recreation staff are assigned to these programs to manage projects in the Capital Improvements and Transportation, Parking and Lighting programs. The table below presents the FTE summary for the Public Works Administration Program:

Position	FTE Allocation
Director of Public Works	0.10
Public Works Supervisor	0.05
Civil Engineer	0.05
Environmental Coordinator	0.00
Management Analyst	0.15
Engineering Technician	0.05
Total:	0.40

IV. Expenditure Summary

Personnel

The Director of Public Works, Public Works Supervisor, Environmental Coordinator and Civil Engineer positions are funded primarily by non-General Fund sources. The Management Analyst position is distributed over several Public Works programs. The Civil Engineer, Engineering Technician and Part-Time Maintenance Worker positions were established in Fiscal Year 2013-14. As shown above and throughout the Department's budget, the new positions were assigned to various Public Works programs.

Operational/Service Expenditures

The Department of Public Works was enrolled in the National Pollution Discharge Elimination System (NPDES) program by the State of California Central Coast Regional Water Quality Control Board During Fiscal Year 2009-10. To manage the requirements of the Phase II Municipally Separate Storm Sewer System (MS4) Permit, the City created the Watershed Management Program within the Department of Public Works. The Department continues to work on the many on-going tasks required by the permit including public education and outreach, illicit discharge detection and elimination, construction and post construction runoff standards, project review, enforcement, and City facility good housekeeping measures. The state adopted a new Phase II MS4 Permit in February 2013, which was effective July 1, 2013. New post-construction standards were also adopted by the CCRWQCB in 2013, which became effective in March of 2014. The City works with regional partners to more efficiently and effectively implement these standards and reduce overall program costs.

The Solid Waste Program manages the franchise agreement with E.J. Harrison and Sons, as well as education outreach within the community, working with regional partners and state programs to reduce overall expenses of the existing program and encourage legislation that furthers this goal. The franchise agreement includes opportunities for performance and financial audits of the hauler's operations. The Department of Public Works recently adopted a new Integrated Waste Management ordinance that set higher diversion rates for construction and demolition projects and streamlined enforceable mechanisms for other solid waste handling aspects in order to better serve the community, improve public health, and protect resources. In coordination with E.J. Harrison and Sons, in 2013 a commercial food scraps program was implemented at select locations throughout the City. The program has had great early success, with both local elementary schools, a major grocery store, and several local restaurants and large businesses already enrolled.

In the Street Maintenance and Capital Improvements programs the Department will continue to work on the engineering design phase of the Carpinteria Avenue Bridge Replacement Project. Future phases of this major project include environmental review and permitting, final design and construction. Other major projects include a pavement rehabilitation project for Carpinteria Avenue, continued work on the Linden Avenue and Casitas Pass Road Interchanges Project and the Rincon Shared Use Trail Project.

Contract Services

The Department of Public Works has major service contracts both for significant maintenance tasks and for professional engineering services. In the Public Works Administration Program, the Engineering, Civil Engineering, and Traffic Engineering Retainer accounts are for as-needed professional services for permits, surveying, traffic engineering, flood plain management and other miscellaneous professional services that assist the Department with the delivery of programs and projects.

Engineering Permits

Within the Public Works Administration Program, the Engineering Permits program is developed, managed and delivered. The Civil Engineer and Engineering Technician manage the flow of the various engineering permits for the City. All private development plan check, development review and permits are processed using a tracking system. In Fiscal Year 2014-15, the Department plans to modernize and update the permit system.

Capital Improvement Program

Capital Improvement Projects are developed, managed and delivered by the responsible City Department. In the Department of Public Works, the Capital Improvements Program (CIP) is managed by Public Works Administration with the Director of Public Works and the Civil Engineer serving as the primary project managers. Funding for capital improvement projects comes from a variety of sources including:

- Measure A Regular Funds and Grants
- Remaining Measure D Funds
- State Gas Tax
- R-O-W Assessment
- Street Lighting
- Trust and Agency
- General Fund
- State and Federal Grants

The City's CIP will be updated in the 2014-15 Fiscal Year to address the current status of infrastructure needs within the City. At this point in time, the City's roadways are in need of significant regular and heavy maintenance. For many years, the City enjoyed newer infrastructure as the City developed over time. The City is now transitioning from a "developing" City to a maintenance City in terms of its roadways. The Department of Public Works' focus is now on maintaining and repairing the roadways. The Capital Improvements Program will include projects that are budgeted for in the current year as well as a five-year plan with prioritization. One of the Department's goals this Fiscal Year is to update the current Development Impact Fee or DIF program as part of the update to the CIP.

Budget Summary

Insert John's table for the Capital Improvements Program here

Personnel Allocations

Personnel allocations for Capital Improvements are listed below. Personnel costs are tracked and charged to each capital project's funding source.

Position	FTE Allocation
Public Works Director	0.30
Civil Engineer	0.55
Environmental Coordinator	0.05
Management Analyst	0.10
Engineering Technician	0.55
Parks Director	0.20
Total:	1.75

Expenditures

Expenditures other than personnel for Public Works capital projects are shown in the appropriate Department of Public Works program. A summary of many of the Department of Public Works capital projects planned for completion in Fiscal Year 2013-14 is presented below:

PROJECT	PROGRAM	FY APPROPRIATION
Ninth Street Pedestrian Bridge Replacement	Street Maintenance	$300,000
Carpinteria Avenue Bridge Replacement	Street Maintenance	$1,100,000
Carpinteria Avenue Pavement Rehabilitation	Street Maintenance	$600,000

Linden Avenue and Casitas Pass Road Interchanges	Street Maintenance	$125,000
Ash Avenue Improvements	Street Maintenance/Watershed Management	$485,000
Rincon Bike Trail	Street Maintenance	$75,000
Via Real at Craven Lane Sidewalk In-fill	Street Maintenance	$260,000
Carpinteria Avenue Bus Stop Improvements	Street Maintenance	$30,000

The expenditures shown above are for Public Works capital project costs including staff time for management and oversight. Capital projects are often long-term and expenditures occur over multiple years. Expenditures for the capital projects during this fiscal year are shown in the appropriate programs in the Department of Public Works. In addition to the projects listed above, the following plans and studies are expected to be completed by Public Works in Fiscal Year 2014-15:

- Alternative Transportation Plan
- Capital Improvement Plan/Development Impact Fee Program Update
- Right-of-Way Assessment District Engineering Study Update

V. Goals and Performance Measures

The Goal of the Department of Public Works Administration Program is to continue to update administrative procedures, prioritize workload by updating Public Works policy documents and programs, and continue to raise awareness of the important role the Department plays in delivering City services to the community.

GOALS	PERFORMANCE MEASURES
Revise Street Tree Management Plan.	1. Conduct Workshop No. 2 in Fall of 2013. 2. Take to Tree Advisory Board for recommendation to the City Council in the Fall of 2013. 3. Take revisions to City Council Winter 2014.
Revise the Capital Improvement Program.	1. Prepare Development Impact Fee Nexus Study. 2. Prepare Development Impact Fee Program Project List with Descriptions and Cost Estimates. 3. Develop Capital Maintenance Plan for City owned infrastructure. 4. Combine Development Impact Fee Program and Capital Maintenance Plan into a prioritized Capital Improvement Program.

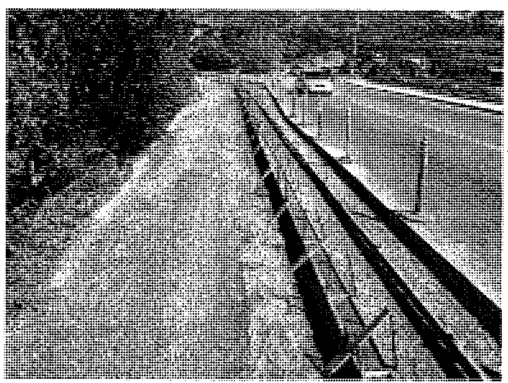
Increase public awareness of Department of Public Works programs and operations.	1. Contribute Department articles to the City newsletter quarterly. 2. Provide updated and on-going project information on the Department's web page. 3. Provide updated and on-going project bidding and award results for capital projects on the Department's web page. 4. Provide important documents to the public on the Department's web page. 5. Provide capital and other Public Works project information to the Coastal View newspaper. 6. Track and obtain a 2:1 or better ratio of Public Works halo's and pitchforks in Coastal View.
Improve response time and customer service approach to complaints and service requests.	1. Utilize new computer based service request and work order tracking system (iWorQ). 2. Monitor and track service requests with a 5 day maximum time between the request and the response. 3. Monitor and track all PW phone and email requests responses by the next business day.
Optimize Department operations.	1. Conduct weekly staff meetings and additional meetings as necessary to ensure assignments, roles, responsibilities, and expectations are clearly communicated. 2. Perform annual evaluations of all Public Works staff. 3. Coordinate with Finance Department to monitor Department of Public Works budget on a monthly basis. 4. Conduct Annual Public Works Staff Retreat to prioritize work, strengthen staff and develop future Departmental goals and performance measures.
Communicate Department of Public Works accomplishments and future work plan to the City Manager and City Council.	1. Provide staff reports at City Council meetings on all Departmental "action items." 2. Set "office" hour for the Director dedicated to City Council members twice monthly. 3. Director meets with City Council members individually at a minimum twice a year for more detailed Departmental briefings. 4. Director to meet with City Manager weekly to discuss workload and upcoming matters. 5. Provide monthly Departmental status reports to the City Manager and City Council. 6. Provide year-end report to the City Council on Departmental accomplishments and success toward meeting the City Council goals established in their annual strategic planning workshop.
Create Updated Engineering	1. Create Engineering Permits Program in Municipal

Permits Program.	Code. 2. Budget for new program in Fiscal Year 2014-15 City Budget. 3. Track Fees for Service and Expenditures using iWorQ.

City of Carpinteria
2014-15 Proposed Budget

Funds: Gas Tax
Measure A
Measure D
ROW Assessment
Grants

Department: Public Works



Program: Street Maintenance

Program: Street Maintenance

I. Program Summary

The Street Maintenance Program provides general maintenance, repairs, and improvements to all public streets. Activities of this program include:

- Pavement Rehabilitation
- Traffic Markings
- Street Improvements
- Bike Path Maintenance
- Street Signage
- Pothole Repairs
- Storm Drain Repair and Cleaning

Pothole repairs, street signage, and minor traffic marking activities are typically performed by Department of Public Works staff and through on-going vendor contracts. Large capital improvement projects, street improvements, and related traffic markings are performed under contract by licensed contractors.

II. Budget Summary

Program: Street Maintenance

	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$1,520,657	$1,238,374	$1,137,074	#########	$2,644,710
Personnel	$229,944	$225,622	$241,117	$252,347	$256,321
Contract Services	47,474	44,359	45,175	85,599	75,000
Other Operating Exp.	47,043	45,491	47,768	46,000	45,000
Major Capital	813,006	117,397	177,326	2,217,492	1,904,827
Minor Capital	27,215	29,571	287,950	28,000	122,000
TOTAL EXPENDITURES	$1,164,682	$462,440	$799,336	#########	$2,403,148
NET INCOME/(SUBSIDY)	$355,975	$775,934	$337,737	$286,128	$241,562

1010174	ENGINEERING/STREET PERMITS	4,840	5,559	8,040	6,161	6,161	Licenses & Permits
1010175	OVER-SIZE LOAD PERMITS	1,618	2,002	1,858	1,248	1,248	Licenses & Permits
2020202	FHWA HBR GRANT			52,031	1,187,700	1,000,000	Subventions / Intergovernmental
2020204	ARRA PROJECTS	561,631					Subventions / Intergovernmental
2020271	MEASURE A GRANT 1			15,078	105,000	105,000	Subventions / Intergovernmental
2020272	MEASURE A GRANT 2			9,548	150,000		Subventions / Intergovernmental
2020273	MEASURE A GRANT 3			12,446	90,000		Subventions / Intergovernmental
2020274	MEASURE A GRANT 4			17,166	20,000		Subventions / Intergovernmental
2020275	PUBLIC WORKS GRANTS					334,827	Subventions / Intergovernmental
2079271	Measure A Grant 1			14,903	105,000	105,000	Major Capital
2079272	Measure A Grant 2			16,933	150,000		Major Capital
2079273	Measure A Grant 3			5,061	90,000		Major Capital
2079274	Measure A Grant 4			17,341	20,000		Major Capital
2079275	Public Works Grants					334,827	Major Capital
2079614	FHWA HBR 20			52,031	1,187,700	1,000,000	Major Capital
2079627	ARRA Projects	561,631					Major Capital
2525101	INTEREST INCOME 25	1,854	2,594	-421	1,446		Interest
2525164	MISCELLANEOUS INCOME 25			17,505	706		Subventions / Intergovernmental
2525254	TRAFFIC CONGESTION RELIEF				196,571	143,450	Subventions / Intergovernmental
2525255	SECTION 2106 FUNDS	44,373	39,166	43,128	59,536	56,104	Subventions / Intergovernmental
2525256	SECTION 2107 FUNDS	106,401	91,322	103,414	86,426	81,003	Subventions / Intergovernmental
2525257	SECTION 2107.5 FUNDS		3,000	3,000	3,000	3,000	Subventions / Intergovernmental
2525258	SECTION 2126/2105 FUNDS	165,232	270,833	177,701	70,329	65,924	Subventions / Intergovernmental
2531220	Street Maintenance 31	19,176	6,086	3,615	10,000	10,000	Contract Services
2531221	Miscellaneous Contracts 31		54				Contract Services
2531225	Thermoplast/Striping	16,565	32,517	25,717	49,798	50,000	Contract Services
2531301	Telephone 31	2,311	2,530	2,142	2,000	2,000	Other Operating Expenditures
2531304	Radio Maintenance/Repair 31	629			2,000	2,000	Other Operating Expenditures
2531306	Meetings & Travel 31		225				Other Operating Expenditures
2531307	Vehicle Oper & Maintenance 31	15,901	15,971	12,848	15,000	15,000	Other Operating Expenditures
2531308	Supplies & Materials 31	28,202	25,554	30,903	25,000	25,000	Other Operating Expenditures
2531311	Rents & Leases 31		1,211	1,876	2,000	1,000	Other Operating Expenditures
2570415	Public Works Vehicles	1,500			1,000		Minor Capital
2570418	Miscellaneous Equipment 25	715			2,000	2,000	Minor Capital
2579616	Curb Gutter and Sidewalk Improvements	21,019	27		20,000	20,000	Major Capital
2727101	INTEREST INCOME 27	5,051	6,368	7,274	11,280	9,039	Interest
2727271	MEASURE A REVENUES	595,117	800,358	648,772	720,000	720,000	Subventions / Intergovernmental
2770413	Pedestrian Bridge Maintenance					20,000	Minor Capital
2770414	Capital Maintenance		29,571	287,950	25,000	50,000	Minor Capital
2770415	Public Works Vehicles 27	25,000					Minor Capital
2772221	Pavement Management System 27	11,733	5,702	15,843	25,801	15,000	Contract Services
2779613	Bikepath Maintenance 27			94		5,000	Major Capital
2779619	Safe Routes to School 79		248	83	130,000	10,000	Major Capital
3131312	PED FACILITIES IMPROVEMENTS 31			1,023			Intergov Grants
3131317	FHWA HBR 31			13,587	159,792	100,000	Intergov Grants
3131318	EIGHTH STREET FOOTBRIDGE	8,357		1,754	35,000	10,000	Intergov Grants
3179612	Ped Facilities Improvements 31			1,023			Major Capital
3179616	FHWA HBR 31			13,587	159,792	100,000	Major Capital
3179617	Eighth Street Footbridge	9,444		1,754	35,000	10,000	Major Capital
4141101	INTEREST INCOME 41	26,183	17,172	4,169	11,371	8,954	Interest
4179612	Ninth Street Ped. Bridge		82	681	195,000	195,000	Major Capital
4179613	Bikepath Maintenance					50,000	Minor Capital
4179615	ARRA Projects 41	221,092	350				Major Capital
4179619	Street Maintenance 79	-180	116,690	53,836	125,000	125,000	Major Capital
99000	Personnel	229,944	225,622	241,117	252,347	256,321	

III. Personnel Allocations

Position	FTE Allocation
Director of Public Works	0.05
Public Works Supervisor	0.30
Engineering Technician	0.10
Management Analyst	0.20
Maintenance Worker I	0.63
Maintenance Worker I	0.63
Maintenance Worker II	0.55
Maintenance Worker I	0.55
Maintenance Worker (Part-time)	0.30
Total:	3.30

IV. Expenditure Summary

Personnel

As indicated in the above, a significant portion of full time equivalent employees are assigned to the Street Maintenance Program. The Street Maintenance Program includes two teams of two street maintenance crew employees, the Maintenance Technician and the Public Works Supervisor. A new part-time Maintenance Worker is also assigned to the Downtown "T" and Beach Area. With the organizational changes within the Department of Public Works in Fiscal Year 2013-14, the new part-time Maintenance Worker, an Engineering Technician and a Civil Engineer were added to the departmental staff. A portion of these new position's workloads have been assigned to various Public Works programs.

Contract Services

The City contracts for a variety of street maintenance services through this program. These services include minor pavement repairs, curb, gutter and sidewalk repairs, street striping and markings, and traffic studies. Once the Watershed Management Program was established in 2009, Storm Drain Maintenance and Street Sweeping, among others, were moved to the Watershed Management Program because these activities are directly related to requirements and conditions of the NPDES General Permit and the new Storm Water Management and Post Construction regulations.

Other Operating Costs

Supplies and Materials costs are projected to remain the same at $25,000. The supplies and materials budget in the Street Maintenance Program is used for purchasing asphalt concrete, Portland cement concrete and other construction materials as the Maintenance Division addresses a backlog of small street maintenance repairs.

Vehicle Operations and Maintenance costs are projected to remain the same at $15,000. One of the Department's vehicles dates back to the 1980s. This vehicle will need to be replaced in the near future. Due to the economy, this year's budget will again not include a new truck purchase. The Department will look at this issue again next year.

<u>Capital Outlay</u>

Pavement Rehabilitation and Maintenance is required for the City's approximately 30 miles of streets and roadways. The goal of the Department of Public Works Pavement Management System is to adequately maintain the ride-quality and safety of the roadway surface without over spending or under spending capital funds. Under-spending or "deferred maintenance" can lead to increased costs for heavier rehabilitative maintenance at a later date. Pavement life can be extended with a variety of treatments such as crack sealing and slurry seals (also known as chip seals). Eventually the roadways need overlays. Without these types of preventative maintenance, roadways end up needing expensive reconstructs. A Pavement Management System is used for tracking pavement condition and planning preventative maintenance.

V. Goals and Performance Measures

The of goal of the Department of Public Works Street Maintenance Program is to keep the City streets in good condition by monitoring the condition of the pavement, markings and signs, making minor repairs as quickly as possible and to be preparing major pavement maintenance projects on a yearly basis.

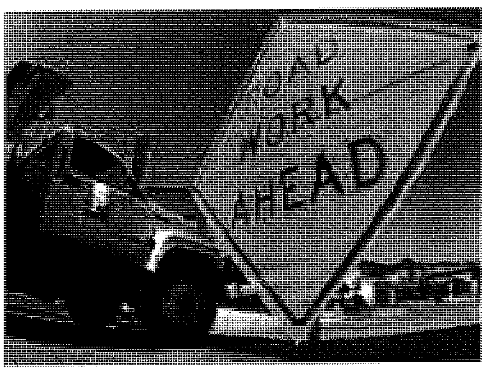
GOALS	PERFORMANCE MEASURES
Provide cost effective on-going maintenance of street markings and legends throughout the City.	1. Re-paint roadway and street striping yearly in the late spring. 2. Re-paint school crosswalks and legends yearly in August.
Maintain condition and safety of streets.	1. Make minor repairs to asphalt concrete roadways. 2. Repair potholes in a timely manner 3. Perform at least one annual pavement maintenance/rehabilitation project as funds are available.
Minimize number of trip and fall claims and associated hazards within the street right-of-way.	1. Continue to determine potential hazards and alleviate hazards within three working days. 2. Monitor and track hazards for future annual comparison. 3. Develop priority list of concrete repairs Citywide. 4. Conduct annual repairs based on a prioritized list of locations requiring maintenance.

Minimize incidents of flooding and damage from flooding during rainy season.	1. Inspect and clear all storm drain pipes, ditches, and culverts prior to October each year. 2. Minimize flood hazards during rainy season (October to April).

City of Carpinteria
2014-15 Proposed Budget

Funds: ROW Assessment
Measure A
Measure D

Department: Public Works



Program: Right-of-Way Maintenance

Program: Right-of-Way Maintenance

I. Program Summary

The Right-of-Way Maintenance Program provides general maintenance and repairs to the public right-of-ways excluding streets and storm drains. More specifically, this Program focuses on maintenance of the City's sidewalks, street tree inventory and other landscaped areas within the public right-of-way. Activities of this program include:

- Maintenance and repair of concrete curb, gutter and sidewalk
- Tree trimming, removal of hazardous or dead trees, and planting new trees
- Minor repairs to all street right-of-way areas
- Installation and maintenance of all landscaped street planters and medians
- Graffiti removal
- Storm Drain clearing and maintenance

Major tree maintenance work, landscaped maintenance, and weed abatement is performed under contract by licensed contractors.

II. Budget Summary

Program:	Right of Way Maintenance				
	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$214,156	$197,378	$203,144	$223,309	$193,900
Personnel	$90,582	$88,879	$94,983	$99,407	$87,697
Contract Services	141,867	162,263	270,177	199,000	234,500
Utilities	26,444	23,956	27,419	23,528	24,500
Other Operating Exp.	35,859	36,770	32,877	30,000	25,000
Major Capital	19,965	6,903	143,447	260,000	990,175
TOTAL EXPENDITURES	$314,717	$318,771	$568,903	$611,935	$1,361,872
NET INCOME/(SUBSIDY)	($100,561)	($121,393)	($365,759)	($388,626)	($1,167,972)

2732220	Public Tree Maintenance 27	39,321	79,189	148,606	60,000	135,000	Contract Services
2779611	Misc. Concrete Repairs 27	19,845	4,988	20,788	10,000	35,000	Major Capital
2779612	Pavement Rehabilitation					600,000	Major Capital
2779623	Ped Facilities Improvements 27			122,659	250,000	355,175	Major Capital
3323220	Parking Lot Landscape	6,402	5,069	5,069	15,000		Contract Services
3332211	Curb, Gutter, Sidewalk	120	1,915				Major Capital
3332220	Public Tree Maintenance	19,008	4,021	7,779	45,000	25,000	Contract Services
3332221	Miscellaneous Contracts 32	16,116	16,589	35,783	20,000	17,500	Contract Services
3332222	Equip/Vehicle Maintenance 32	279					Contract Services
3332223	Chemical Treatment	8,853	10,895	7,559	2,500	2,000	Contract Services
3332224	Graffiti Removal	283	1,100	2,637	4,000	3,000	Contract Services
3332225	ROW Maintenance 32	51,581	45,400	62,529	50,000	50,000	Contract Services
3332307	Vehicle Oper & Maintenance 32	19,522	15,371	10,524	12,500	10,000	Other Operating Expenditures
3332308	Supplies & Materials 32	16,337	21,399	22,352	17,500	15,000	Other Operating Expenditures
3332312	Utility - Water 32	17,358	18,240	21,001	14,000	15,000	Utilities
3332313	Utility - Electric 32	7,609	4,298	5,658	7,750	7,750	Utilities
3333101	INTEREST INCOME 33	4		-721			Interest
3333164	MISCELLANEOUS 33	17,585	2,070		500	500	Miscellaneous
3333166	DONATIONS 33			2,000			Miscellaneous
3333334	ROW PENALTIES	621	356	68	900	600	Fines & Forfeitures
3333335	ROW #3 - CURRENT YEAR	195,946	194,952	201,797	221,909	192,800	Assessments
3361222	Miscellaneous Equipment	24		215	2,500	2,000	Contract Services
3361317	Utility - Sewer 61	1,477	1,418	760	1,778	1,750	Utilities
99000	Personnel	90,582	88,879	94,983	99,407	87,697	

III. Personnel Allocations

Position	FTE Allocation
Director of Public Works	0.05
Public Works Supervisor	0.20
Management Analyst	0.05
Maintenance Worker I	0.15
Maintenance Worker I	0.15

Maintenance Worker II	0.15
Maintenance Worker I	0.15
Maintenance Technician	0.05
Total:	0.95

IV. Expenditure Summary

Personnel

With the organizational changes within the Department of Public Works in Fiscal Year 2013-14, a new part-time Maintenance Worker, Engineering Technician and Civil Engineer were added to the Department. A portion of these new positions workloads are applied to various Public Works programs.

Operational/Service Expenditures

Vehicle Operation and Maintenance and Supplies and Materials expenditure budgets were further reduced this year to $10,000 and $15,000, respectively, to reflect changing costs primarily associated with fuel and paint.

Utility Expenditures expenditure budgets for water, electric and sewer utility charges reflect projected costs related to current rates. These utility charges come from the City's maintenance of water and electric meters associated with parkway and median irrigation systems, public restrooms, and landscape lighting. Total charges are expected to be just under $25,000 for the fiscal year. The increased amount reflects increases in water rate charges.

Graffiti Removal expenditures are projected to be approximately $3,000 for the fiscal year. The budgeted amount supports paint and materials purchases associated with graffiti removal efforts throughout the year including paint, clothes and graffiti removal solutions. The program is staffed by a volunteer and is supported by Department of Public Works staff.

Contract Services

Miscellaneous Concrete Repairs has been set at $50,000 this year under the Right-of-Way Maintenance program. These services are being supplemented by Capital Improvement expenditures for sidewalk improvements. Miscellaneous Concrete Repairs is used annually for contract services to repair curb, gutter and sidewalk. The work is funded by Measure A revenue.

Public Tree Maintenance is for the annual street maintenance contract services for approximately $160,000. This service is funded with Right-of-Way Assessment District ($25,000), a donation from Carpinteria Beautiful ($2,750) and Measure A ($135,000) revenues.

Right-of-Way Maintenance includes contract services for sidewalk power washing, grinding, landscape maintenance and other minor contracts for services such as traffic and roadway parking studies.

V. Goals and Performance Measures

The goal for the Department of Public Works Right-of-Way Maintenance Program is to keep the curb, gutter, sidewalk and landscaped areas of City streets in good condition by effectively managing vendor contracts, managing the street tree program, and maintaining and repairing street appurtenances such as benches, trash cans, and bicycle racks.

GOALS	PERFORMANCE MEASURES
Provide safe sidewalks that are free of uplifted sections and potential trip hazards.	1. Complete $50,000 in contract work devoted to concrete repair and replacement funded by Measure A. 2. Perform annual inspection of 100% of sidewalks in public right-of-way and update work list accordingly. 3. Contract with a vendor to provide sidewalk inspections including grinding operations and an inventory of all locations requiring surfacing grinding on the City's GIS system.
Provide cost effective management of City street trees, enhance inventory and minimize claims from falling branches or trees.	1. Remove 100% of dead and/or diseased trees located in the City's right-of-way. 2. Plant new trees per Tree Advisory Board recommendations and the Street Tree Management Plan. 3. Inspect and trim 871 trees per year. 871 is one-third of the 2,613 trees in the right-of-way.
Reduce clutter and improve the aesthetics of the Downtown T and Beach Area.	1. Hire Part-Time Maintenance Worker with the focus on trash clean-up, painting, and general maintenance of the street furniture along Linden Avenue and the Downtown Beach Area and supplement restroom janitorial services.

City of Carpinteria
2014-15 Proposed Budget

Funds: Street Lighting
Measure A
Measure D
PBIA Assessment District

Department: Public Works

Program: Transportation, Parking, and Lighting

Program: Transportation, Parking and Lighting

I. Program Summary

The Transportation, Parking, and Lighting Program includes the following activities:

- Contracts with Metropolitan Transit Services, Easy Lift Transportation and Help of Carpinteria for various transit services
- Maintenance of the City's three public parking lots
- Maintenance of the Amtrak rail platform
- General management of the City's public lighting system

The majority of the City streetlights are owned, operated, and maintained by Southern California Edison (SCE). Only the decorative street lights, which are utilized on portions of Linden Avenue, Carpinteria Avenue, City Hall, Parking Lot #3, Parks and along various off street bike paths, are owned by the City and maintained by Department of Public Works personnel.

II. Budget Summary

Program: Transportation, Parking and Lighting

	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$294,587	$390,070	$296,258	$416,982	$384,571
Personnel	$94,339	$92,566	$98,923	$103,530	$176,442
Contract Services	79,194	36,482	30,306	149,148	377,500
Utilities	105,190	97,069	107,477	113,500	108,500
Other Operating Exp.	1,488	2,743		1,000	10,000
Major Capital	94,858	11,106	500	17,500	17,500
TOTAL EXPENDITURES	$375,069	$239,966	$237,205	$384,678	$689,942
NET INCOME/(SUBSIDY)	($80,482)	$150,104	$59,053	$32,304	($305,371)

1030221	Contract Services 30			407		235,000	Contract Services
2020211	DOJ GRANT		100,939		117,148	80,999	Subventions / Intergovernmental
2626101	INTEREST INCOME 26	2,132	1,670	354	1,233	315	Interest
2626265	BKWY, ART3; SEC 99234	8,665	9,028	8,503	10,456	10,456	Subventions / Intergovernmental
2631308	Supplies & Materials 26		5				Other Operating Expenditures
2679611	Bikeway Improvements			500	10,000	10,000	Major Capital
2734221	Easy Lift/CART 27	17,000	12,000	12,000	12,500	12,500	Contract Services
2734222	Help of Carpinteria 27		5,000	5,000	5,000	5,000	Contract Services
2770412	SR2S Education Program		4,000	4,000	5,000	5,000	Contract Services
2923210	Traffic Signals	50,771	863	7,469	66,648	60,000	Contract Services
2923220	Street Lighting	105,212	97,073	107,477	110,000	105,000	Utilities
2923225	Public Right of Way Lighting	11,423	14,619	1,429	60,000	60,000	Contract Services
2923308	Supplies & Materials 23	1,488	2,738		1,000	10,000	Other Operating Expenditures
2923313	Parking Lot Lighting	-22	-4		3,500	3,500	Utilities
2929101	INTEREST INCOME 29	17,054	11,329	4,497	8,204	7,446	Interest
2929293	PROPERTY TAX SUPPLEMENT	3,893	2,660	4,178	9,873	10,068	Property Taxes
2929294	INTEREST/PENALTIES	1,120	1,517	3,786	1,030	1,030	Fines & Forfeitures
2929295	PROPERTY TAX SECURED	248,083	249,300	260,294	251,607	256,602	Property Taxes
2929296	PROPERTY TAX UNSECURED	11,800	11,842	12,862	11,298	11,522	Property Taxes
2929297	HOMEOWNERS EXEMPTION 29	1,840	1,785	1,785	1,133	1,133	Subventions / Intergovernmental
2979610	Public Pkg Lot / Bikeway Lights	94,858	11,106		2,500	2,500	Major Capital
3131321	PARKING LOT DIF				5,000	5,000	Intergov Grants
3179618	Parking Lot DIF				5,000	5,000	Major Capital
99000	Personnel	94,339	92,566	98,923	103,530	176,442	

III. Personnel Allocations

Position	FTE Allocation
Director of Public Works	0.25
Public Works Supervisor	0.20
Civil Engineer	0.20
Management Analyst	0.30
Environmental Coordinator	0.05
Engineering Technician	0.15
Maintenance Worker Technician	0.30
Parks Director	0.05

Parks Maintenance Worker	0.20
Total:	1.70

IV. Expenditure Summary

Personnel

The personnel budget for the Transportation, Parking and Lighting Program reflects an increase in on-going maintenance needs for upgrading and refinishing many of the City owned light fixtures and traffic signals. Where possible, the Department will continue to replace incandescent lights with new, more energy efficient, "LED" lights. Personnel time will also be spent on preliminary studies for Parking Lot 2 lighting and maintenance upgrades. The budget and personnel allocations include project costs and Parks and Recreation staff time for management of a public lighting project. With the organizational changes within the Department of Public Works in Fiscal Year 2013-14, a new part-time Maintenance Worker, Engineering Technician and Civil Engineer were added to the Department. The new positions workloads are applied to various activities within the Transportation, Parking and Lighting Program.

Operational/Service Expenditures

Street Lighting utility costs will be reduced to $105,000. This expenditure covers all of the City's public lighting including SCE owned streetlights, parking lot lights, traffic signals, bike path lights and City owned lights on Linden Avenue and Carpinteria Avenue.

Public Right-of-Way Lighting is budgeted at $60,000 to repair/replace and install street, park, and parkway lighting at a few locations including the beach street ends at Elm Avenue, Holly Avenue, and Ash Avenue, and the Franklin Creek Bike Path from Sterling Drive to State Route 192/Foothill Road. Parking Lot No. 2 lighting will also be upgraded and, where possible, other City owned public lighting will be upgraded to more energy efficient LED lighting.

Contract Services

Electric Shuttle - Starting in 2010 with the implementation of Measure A, the electric shuttle is now directly subsidized by the Metropolitan Transportation District (MTD). Under the Measure D program, the City subsidized electric shuttle operations. Now MTD is responsible for the subsidy directly; however, the City receives correspondingly less Measure A revenue (approximately $60,000 less) than under the Measure D program. The continued subsidy (now from MTD) allows a reduced fare for residents and visitors to use the Shuttle.

Easy Lift/CART/HELP - The total cost of the program is $17,500. Easy Lift/CART is $12,500 and HELP of Carpinteria is $5,000. These public transportation services are funded by Measure A.

V. Goals and Performance Measures

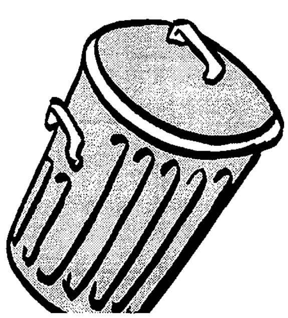
The goals of the Transportation, Parking and Lighting Program are to continue to improve transit service and safety, better manage the on and off-street parking inventory and to improve lighting at the City owned parking lots.

GOALS	PERFORMANCE MEASURES
Provide cost effective management of signalized intersections.	1. Maintenance target cost equals $20,000 per traffic signal or $60,000. 2. Review new battery backup system performance. 3. Review Traffic Signal Timing and Performance.
Promote Electric Shuttle Service.	1. Increase total one-way passenger trips by 1% for fiscal year by studying and then implementing more efficient routes. 2. Continue to utilize the quarterly newsletter and community scroll.
Install, replace and/or upgrade City owned Public Lighting.	1. Install new and upgrade exiting Parking Lot No. 2 Lighting. 2. Upgrade remaining traffic signals with LED lighting and replace loop detectors with video detection. 3. Replace, where possible, incandescent street light bulbs with LED bulb replacements.
Complete Parking Lot 2 Lighting and Maintenance Study.	1. Complete conceptual plan for lighting and maintenance upgrades to Parking Lot 2 including conceptual review by ARB.

City of Carpinteria
2014-15 Proposed Budget

Funds: General
AB939
State Grants

Department: Public Works



Program:

Solid Waste

Program: Solid Waste

I. Program Summary

The Solid Waste Program provides for all solid waste handling and disposal operations including recycling, green waste, and household hazardous waste programs. The City began implementing a new 10 year Franchise Agreement for Solid Waste handling Services with E.J. Harrison and Sons in January of 2013.

The Department of Public Works operates a self-service used motor oil drop off center at City Hall. The drop off center is open during regular City Hall hours. The Department also operates an ABOP (Antifreeze, Batteries, Oil and Paint) and e-waste recycling facility that is open on the second and fourth Saturday of every month. Additionally, the Department holds an annual Household Hazardous Waste Day the second Saturday in April each year. The Solid Waste Program is funded by AB 939 fees that are collected by E. J. Harrison and Sons, Inc. as part of their franchise agreement and remitted to the City. The cost of this program is also offset with the Oil Payment Program funding the City receives annually from the California Department of Resource, Recovery and Recycling (CalRecycle).

II. Budget Summary

Program: **Solid Waste**

	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$81,572	$161,249	$120,919	$189,027	$188,125
Personnel	$41,720	$40,936	$43,747	$45,785	$142,977
Contract Services	33,920	66,099	40,316	43,500	41,000
Other Operating Exp.	135	5	1,386	29,400	20,000
TOTAL EXPENDITURES	$75,775	$107,040	$85,449	$118,685	$203,977
NET INCOME/(SUBSIDY)	$5,797	$54,209	$35,471	$70,342	($15,852)

2020205	WASTE OIL GRANT				5,400		Subventions / Intergovernmental
2020432	BEVERAGE CONTAINER GRANT				5,000	5,000	Subventions / Intergovernmental
2037302	Beverage Container Expense				5,000	5,000	Other Operating Expenditures
2037307	Waste Oil Collection 37				5,400		Other Operating Expenditures
3937221	Solid Waste	11,793	43,819	18,496	15,000	15,000	Contract Services
3937223	HHW Collection 37	20,945	17,315	20,234	25,000	22,500	Contract Services
3937224	ABOP Collection	1,182	4,965	1,586	3,500	3,500	Contract Services
3937302	Environmental Services				15,000	10,000	Other Operating Expenditures
3937308	Supplies & Materails 37	135	5	1,386	4,000	5,000	Other Operating Expenditures
3939101	INTEREST INCOME	5,651	4,467	1,764	2,627	2,268	Interest
3939155	AB 939 REVENUE	75,921	156,782	119,155	176,000	180,857	Charges for Services
99000	Personnel	41,720	40,936	43,747	45,785	142,977	

III. Personnel Allocations

Position	FTE Allocation
Director of Public Works	0.15
Civil Engineer	0.05
Public Works Supervisor	0.15
Environmental Coordinator	0.60
Management Analyst	0.05
Engineering Technician	0.05
Maintenance Worker I	0.05
Maintenance Worker I	0.05
Maintenance Worker Technician	0.05
Maintenance Worker II	0.08
Maintenance Worker I	0.08
Part Time Maintenance Worker	0.20
Total:	1.55

IV. Expenditure Summary

Personnel

As discussed in the Department of Public Works, Administration Program above, the Department was enrolled in the States NPDES program and has established the Watershed Management Program. Many of the Department of Public Works programs are linked together. Such is the case with roadway paving operations affecting solid waste recycling and street sweeping affecting solid waste recycling and watershed/water quality. To address the needs of the Watershed Management Program and the increasing needs of the Solid Waste program for construction and demolition recycling monitoring and permitting, the Department of Public Works allocates 0.60 FTE in this budget for the environmental coordinator/program manager. The Environmental Coordinator position is funded through grants, fees collected through Low Impact Development plan check review, roadway maintenance and Capital Improvement Projects. A portion of the Environmental Coordinator's time is also assigned to the Solid Waste program that is funded by AB 939 fees.

Operational/Service Expenditures

Household Goods and Hazardous Waste Day – The City expends approximately $22,500 each year to operate an annual Household Goods and Hazardous Waste event for the residents of Carpinteria. The City contracts with a hazardous waste handling company to collect, process, and dispose of HHW, universal and electronic waste (e-waste), which includes batteries, oil, paint (water and oil based), pesticides, flammable liquids, and e-waste (computers, monitors, printers, televisions, fluorescent bulbs, etc.). Also, E.J. Harrison & Sons, Inc., the City's franchise trash hauler, assists the City in collecting Household Goods as part of the event. Trash, green waste, refrigerators, construction and demolition waste, furniture, etc. is collected. Community volunteer groups assist by helping count vehicles and unloading vehicles for the Household Goods portion of event.

ABOP and Used Oil Collection Facilities – The City uses funds from the Department of Resources Recycling and Recovery (CalRecycle) Oil Payment Program ($5,000 annually) to run the self-service used oil facility at City Hall, collect used oil and oil filters during ABOP, as well as for education and promotion of both the self-service facility and ABOP. The City recently enrolled in the PaintCare program, which will cover transportation and disposal costs of paint, and a similar program from the disposal of mercury thermometers. Both programs are the result of producer responsibility legislation. Remaining ABOP expenses are funded through AB 939.

V. Goals and Performance Measures

The goal for the Department of Public Works Solid Waste Program is to improve solid waste handling in the City of Carpinteria by exploring efforts to increase the Household Hazardous Waste service days, improving diversion and recycling ratios and continuing to participate in regional efforts to coordinate education and outreach efforts.

GOALS	PERFORMANCE MEASURES
Provide and promote safe collection, disposal, and recycling of a City Household Hazardous Waste (HHW), E-waste, and Universal E-waste Collection Program.	1. Conduct Annual Household and Household Hazardous Waste collection event. (April). 2. Present options to expand Household Hazardous Waste collection service in Carpinteria. 3. Advertise ABOP, E-Waste, and HHW collection events monthly. 4. Continue to update and distribute educational materials targeting restaurants, automotive and other businesses, as well as residents and construction and demolition specialists.
Promote and expand the on-going City Recycling Program in conjunction with the City's franchise trash hauler to exceed the 50% diversion goal in each existing program (Residential, Commercial, Roll-Off).	1. Work with the School District and local businesses to increase Commercial Diversion rates using commercial composting and education among students and employees to exceed the 50% goal. 2. Revise educational materials and work with waste hauler, property owners, and property managers, to educate residents of multi-family complexes. 3. Use building and dumpster permits to better track roll-off diversion rates from individual projects.
Prepare and submit Progress Reports of City's Recycling Program to State Agencies.	1. Submit an annual Form 303 report to the California Integrated Waste Management Board the first week of October each year. 2. Prepare and submit an Annual Report on the City's Diversion Rate
Multi-Jurisdictional Coordination.	1. Continue ongoing coordination with the Santa Barbara County by attending the Local Solid Waste Task Force (LTF) meetings quarterly. 2. Coordinate with other South Santa Barbara County agencies to develop and distribute clear and informative education materials.

City of Carpinteria
2014-15 Proposed Budget

Funds: General
Gas Tax
Measure A
Trust and Agency
AB939

Department: Public Works

Program: Watershed Management

Program: Watershed Management

I. Program Summary

The City's Watershed Management Program was created during the 2009/2010 Fiscal Year to address the education, project management and stewardship of our local watersheds by regulating runoff into our local creeks and salt marsh. The program was created in response to a need to comply with State and Federal regulations, including the National Pollution Discharge Elimination System (NPDES) Permit, that address a public interest in to improving water related natural resources. The program incorporates:

- Storm Water Management
- Storm Drain Maintenance
- Regional Watershed and Storm Water Funding Coordination
- Street Sweeping
- State and Federal Permit Coordination

Through the Watershed Management Program, the City educates residents and businesses on Best Management Practices (BMPs) to improve our local watershed. Tracking illegal discharges, the development and implementation of post-construction standards, regional coordination, and updates to the City's storm drain system, are all elements of the Watershed Management Program.

II. Budget Summary

Program: Watershed Management

	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$0	$0	$0	$0	$0
Personnel	$61,079	$59,931	$64,047	$67,030	$67,029
Contract Services	48,880	55,466	49,344	54,500	73,500
Other Operating Exp.	1,530	1,571	3,194	2,500	2,500
Major Capital	16,505	8,566	65,556	395,000	445,500
TOTAL EXPENDITURES	$127,994	$125,534	$182,142	$519,030	$588,529
NET INCOME/(SUBSIDY)	($127,994)	($125,534)	($182,142)	($519,030)	($588,529)

1037201	Supplies & Materials 37	1,530	1,571	3,194	2,500	2,500	Other Operating Expenditures
1072217	WM Program Implementation	6,396	7,279	7,279	7,500	25,000	Contract Services
2531223	Drainage Maintenance	2,050	1,788	1,263	2,000	3,500	Contract Services
2531224	Street Drainage Improvements	611	6,576	980	10,000	10,000	Contract Services
2531227	Street Sweeping	39,823	39,823	39,823	35,000	35,000	Contract Services
2779618	Storm Water Projects	15,582		9,164	25,000	10,000	Major Capital
2779621	Beach Area Drainage 27		3,509	54,761	70,000	135,000	Major Capital
2779622	Thermoplast Storm Drain Signs			475		500	Major Capital
3179611	Storm Drains 31				100,000	100,000	Major Capital
4179621	Beach Area Drainage	923	5,057	1,156	200,000	200,000	Major Capital
99000	Personnel	61,079	59,931	64,047	67,030	67,029	

III. Personnel Allocations

Position	FTE Allocation
Public Works Director	0.05
Management Analyst	0.05
Environmental Coordinator	0.15
Maintenance Worker I	0.10
Maintenance Worker I	0.10
Maintenance Worker II	0.15
Maintenance Worker I	0.15
Total:	0.75

IV. Expenditure Summary

Personnel

The Environmental Coordinator position is funded through grants, fees collected through plan check review, roadway maintenance and Capital Improvement Projects. A portion of the Environmental Coordinator's time is also assigned to the Solid Waste program.

Contract Services

Engineering and environmental firms are contracted to assist with inspecting construction projects, water quality testing, implementing NPDES program requirements and GIS mapping of our local storm drain network, as well as project design for storm water management capital projects.

Operational/Service Expenditures

The NPDES municipal permit, also called the Phase II Small Municipal Separate Storm Sewer System Permit, requires the City to establish on-going tasks including public education and outreach, illicit discharge detection and elimination, construction and post construction runoff standards, project review, enforcement, and city facility good housekeeping measures. Public meetings are held to inform and update community members on upcoming regulations and municipal code changes, and quarterly monitoring and cleanup activities provide interactive educational opportunities.

V. Goals and Performance Measures

The goal of the Department of Public Works Watershed Management Program is to protect natural resources, restore critical ecosystems, and implement stormwater solutions that integrate the urban area with the natural environments.

GOALS	PERFORMANCE MEASURES
Implement requirements of the NPDES Phase II MS4 Permit (effective July 1, 2013).	1. Public Education. 2. Public Outreach – 4 volunteer participation creek cleanups/restoration projects annually 3. Illicit Discharge Detection and Elimination. 4. Construction Runoff Control implementation. 5. Post-Construction Storm Water Control Measures. 6. Good Housekeeping/Pollution Prevention on Municipal activities. 7. Program Management. 8. Water Quality Monitoring and Sampling (quarterly). 9. Program Effectiveness Assessment (annually). 10. Total Maximum Daily Load Compliance. 11. Annual Reporting Program.
Regional Coordination Performance Measures.	1. Continued participation in Santa Barbara County Association of MS4 Managers (SBCAMM). 2. Implementation of the Post-Construction Storm Water Control Measures (SCMs) 3. Community Base Social Marketing and Water

	Quality Monitoring coordination
Storm Drain Maintenance.	1. Ongoing updating of storm drain system map to include sub-drainage areas and GPS located outfalls and make and changes available to the public. 2. Cleaning of CDS units bi-annually. 3. Upgrade/repair damaged storm drain units 4. Repair/replace thermoplastic 'Drains to Ocean' labels on storm drains prior to wet season. 5. Install catch basins on high-priority drain inlets (prioritize 5-10 annually).
Flood Management.	1. Continue to prioritize projects that reduce flooding, sediment and pollution discharge into Carpinteria's creeks and Salt Marsh. 2. Secure funding for and implementation of projects in high-priority areas.

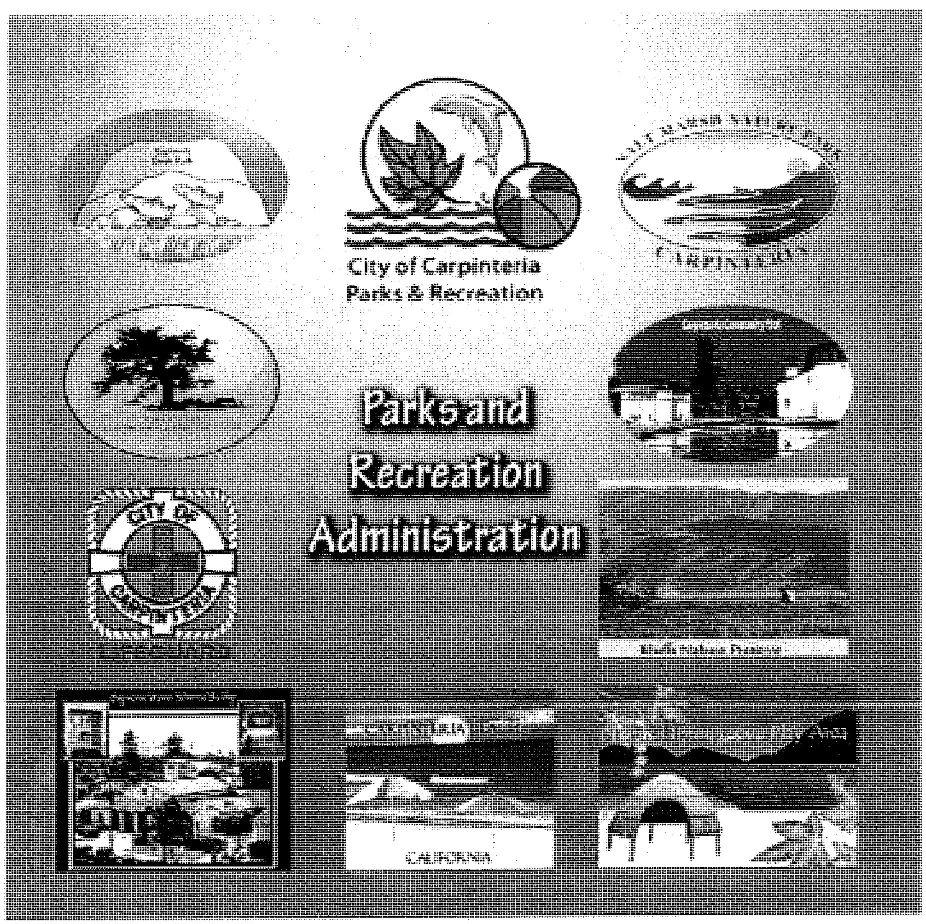
City of Carpinteria
2014-15 Proposed Budget

Fund: Tidelands/Recreation/General/Parks/Revolving
Department: Parks and Recreation

Program: Parks and Recreation Administration

I. Program Summary

The Parks and Recreation Administration plans, directs and evaluates all recreation programs, activities, and department employees. Development of new park facilities, public beach management, public pool operations, implementation of the winter protection berm program, advance planning for parks and bike paths, special events coordination; employee training; public relations and clerical assistance for all department programming are important functions of this department.



Program: Parks and Recreation Administration

II. Budget Summary

Program:	**Parks and Recreation Administration**				
	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$0	$0	$0	$0	$0
Personnel	$53,001	$52,005	$55,576	$58,165	$36,037
Other Operating Exp.	1,349	1,592	2,334	2,100	2,100
TOTAL EXPENDITURES	$54,350	$53,597	$57,911	$60,265	$38,137
NET INCOME/(SUBSIDY)	($54,350)	($53,597)	($57,911)	($60,265)	($38,137)

1069303	Printing & Advertising 69		160		400	400	Other Operating Expenditures
1069305	Dues & Subscriptions 69	155	155	170	200	200	Other Operating Expenditures
1069306	Meetings & Travel 69			5	100	100	Other Operating Expenditures
1069308	Supplies & Materials 69	1,194	1,277	2,160	1,400	1,400	Other Operating Expenditures
99000	Personnel	53,001	52,005	55,576	58,165	36,037	

III. Personnel Allocations

Position:	**FTE Allocation:**
Director of Parks and Recreation	.20
Management Assistant	.20
Total FTE	0.40

Expense Summary

The Parks Department Administration will be working on the following list of projects in 2014/15.

The Carpinteria Rincon Trail

Preliminary engineering for this bike path has been completed. An engineering firm has been retained to further the design and develop 35% drawings. The project schedule indicates that this design phase should be completed by December 2013. Funding for this work is coming from grants obtained from Measure A and the California Coastal Conservancy. See account 20-37-30-3.

Parkland Improvement plan

Seek funding to prepare preliminary land use plan and other information in 2014/15 for the City owned property near the railroad tracks in the downtown.

Memorial Park Improvements

The addition of a connecting trail, native plantings, fencing and benches are being proposed to be added to this park in 2014/15. The project is intended to improve park use, reduce maintenance costs and enhance botanical diversity.

Seaside Park

The park improvements should be completed in the summer of 2014. The landscape establishment will require close management in the summer and fall of the same year.

Monte Vista Water Well

The Parks Department is pursuing the installation of an irrigation water well in Monte Vista Park. The well will meet the irrigation water demands of the Park and if sufficient capacity is discovered, the well could provide irrigation water to Viola Fields. Ground water in this area is not utilized by the local water district. Funds for this project have been secured from proceed of the sale of a parkland easement in 2010. See account 20-79-61-6.

Carpinteria City Hall Campus Improvements

The City Hall campus is in need of some upgrades to better serve the community. The proposed improvements include new accessibility features, improved parking, an annex office building, a new Sheriff substation, and improved drainage. The project has been defined in several phases that can be constructed over time as financial resources are identified. The first phase is intended to be built in 2014-15 and it possibly includes improved storm water handling, accessibility to the building lobby, an enlarged meeting room foyer, and west end landscaping. Funds for this project are proposed to be appropriated from the City's General Facilities Improvement Fund. See account 31-79-61-4.

Personnel

No changes are budgeted.

Operational / Service Expense

The amount shown is for dues and subscriptions, travel expense to attend the annual Parks and Recreation Society's conference and to provide for office expenses.

V. Goals and Performance Measures ☑

The goal of the Parks and Recreation Administration Program is to effectively guide the operation, enhancement and expansion of the City's parks, trails, beaches and other facilities while ensuring operational efficiencies, community support, and leveraging grant opportunities in order to fully realize the City's parks and open space assets.

Objectives	Performance Measures
♦ Increase participation in recreation programming through promotion and public relations.	1. Survey no less than 100 program participants for feedback and satisfaction level. 2. Increase program revenues by 5% overall.
♦ Provide administrative support for capital projects in the Ocean Beach Services, Parks and Facilities Maintenance and the Community Pool Services Program.	1. Develop the construction drawings for the Carpinteria Rincon Trail. 2. Develop concept design for new park land uses. 3. Seek permits for Memorial Park.
♦ Seek construction funding park and community projects.	Prepare at least two grant applications for applicable projects.
♦ Prepare a preliminary site plan for a select railroad crossing.	Research street plans, prepare back ground information and draw railroad crossing schematics.

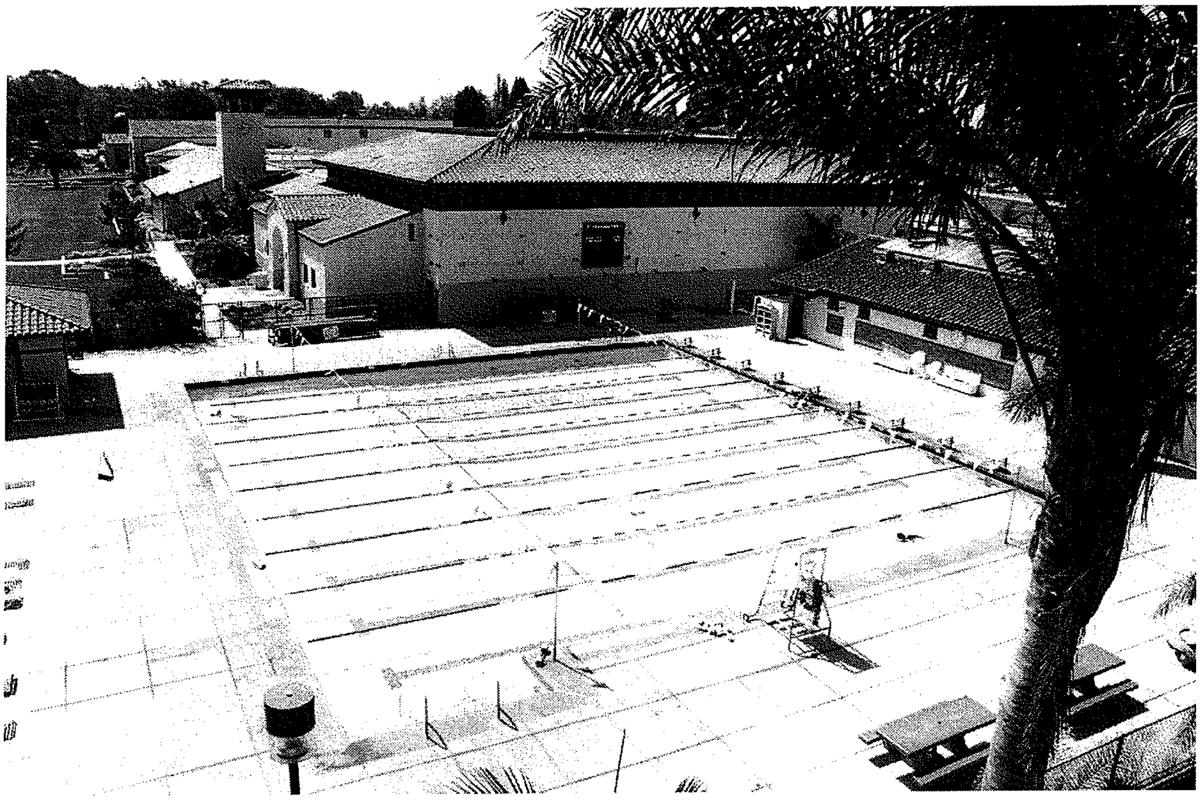
Program: Parks and Recreation Administration

♦ Complete Recreation Staff, Lifeguard Retention and Training/Professional Development.	1. Provide training as needed to lifeguard and recreational staff in time for summer season. 2. Each department full time staff member shall attend at least one training seminar before June 2014 to improve skills and professionalism.
♦ Maintain and improve Park and Beach Safety.	The Parks Department shall visually inspect park and beach facilities at least monthly and provide timely response to any needed maintenance or safety improvements identified.
♦ Define City Hall Campus improvements and begin implementation.	Describe Campus improvements into phases, gain City Council and permit approval, and implement phases as funding is available.
♦ Prepare a fair and consistent evaluation, with employee input, of individual employees in this department.	Complete 100% of all employee evaluations on time as defined by the Human Resources Department.

Program: Parks and Recreation Administration

City of Carpinteria
2014-15 Proposed Budget

Fund: Recreation/General
Department: Parks and Recreation



Program: *Community Pool Services*

I. Program Summary

The Community Pool Program includes all of the services and programming that is based at the community pool. The Pool facility allows the City to offer a variety of programming to the public and to other agencies. All users pay entry fees or tuitions to programs that provide significant revenue to partially offset the pool's operation.

The following programs are planned for the 2014-15 fiscal year.

1. **Swim and Water Polo Club at the Pool**: For youth aged 5-18, this program is in session year round. Participants are coached in competitive swimming and water polo at all levels to achieve individual improvement in fitness, self confidence, and team camaraderie. The

programs have about 55 children enrolled in 2013/14 and is expected to grow into 2015.

2. **Master Swimming**: For adult swimmers, coached workouts are held Monday, Wednesday, and Friday in the evenings and Tuesday and Thursday afternoons. All skill level swimmers are invited to improve their strength and endurance as well as gain better stroke technique and camaraderie.

3. **Aqua Aerobics**: For anyone who likes the water and desires a non-impact strength building workout. Aqua aerobics classes are held Monday, Wednesday, and Friday at noon. During the summer, classes may also be offered in the early evenings.

4. **Swimming Instructions**: Swim lessons are offered to all age groups from tiny tots to an adult of any age. Water Safety Instruction certified teachers provide private, semi-private and group lessons.

5. **Carpinteria Unified School District Use**: The Community Pool is made available at a competitive rental rate to the Carpinteria Unified School District for primary school swimming lessons in P.E. and Carpinteria High School swim team and water polo team uses.

6. **Facility Rentals**: The community pool is offered to many other agencies for use as needed on rental basis. In the past, these have included Santa Barbara swim club for an age group swim meet, traveling swim teams for workouts, marine rescue training and others. This year the pool is expected to reach out to businesses or corporations to gain interest in pool facility rentals for fundraisers, parties, events, and gatherings.

7. **Recreational Swim**: The Community Pool is made available for general admission to anyone for recreation swimming on a daily basis.

8. **Pool Concessions**: The Goggle Shop at the community pool offers a variety of swimming related products for sale such swim goggles, swim caps, towels, swim accessories, towels, and sun block lotions. Concessions also include beverages and ice cream.

Program: Community Pool Services

Program: Community Pool Services

II. Budget Summary

Program: Community Pool Services

Program: Community Pool Services

	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$209,277	$204,440	$232,250	$300,033	$237,950
Personnel	$285,763	$280,392	$299,648	$313,604	$258,694
Contract Services	5,044	15,239	3,645	12,700	10,043
Utilities	48,816	45,146	49,639	52,300	48,200
Other Operating Exp.	46,812	60,616	73,496	66,450	50,258
Major Capital				68,000	
TOTAL EXPENDITURES	$386,435	$401,393	$426,428	$513,054	$367,195
NET INCOME/(SUBSIDY)	($177,158)	($196,953)	($194,179)	($213,021)	($129,245)

3131322	POOL IMPROVEMENTS				68,000		Intergov Grants
3179622	Pool Improvements Expense				68,000		Major Capital
4848101	INTEREST INCOME 48			-286			Interest
4848166	DONATIONS 48			2,392		1,000	Miscellaneous
4848183	YOGA CLASSES	105	-40		165		Charges for Services
4848187	JAZZERCISE 48	6,805	4,415	5,994	5,500	5,000	Charges for Services
4848352	VETS HALL RENTALS	31,145	34,591	28,570	34,000	35,000	Charges for Services
4848353	SEASIDE RENTAL	7,000					Charges for Services
4848400	AQUA CAMP REVENUES	224	-20,613	79	45		Charges for Services
4848401	LEARN TO SWIM TUITIONS	33,037	36,899	30,638	32,000	34,000	Charges for Services
4848405	SAFETY CLASS TUITIONS	1,015	755	1,045	2,000	1,000	Charges for Services
4848406	PUNCH CARD SALES	31,945	37,616	42,667	38,000	42,000	Charges for Services
4848407	AEROBICS PROGRAM	1,841	1,775	1,071	3,000	2,500	Charges for Services
4848408	FAMILY/CORPORATE PASS 48	9,125	8,300	8,300	8,100	7,600	Charges for Services
4848410	ADULT DAY PASS SALES	8,989	9,505	9,614	9,500	9,500	Charges for Services
4848411	SENIOR DAY PASS SALES	621	471	828	800	700	Charges for Services
4848412	SEASON PASS SALES	6,325	12,987	12,612	12,000	12,000	Charges for Services
4848413	SWIM TEAM TUITIONS	27,841	42,309	45,455	42,000	44,000	Charges for Services
4848414	ENDURANCE/MASTERS	3,362	2,089	1,964	1,800	1,800	Charges for Services
4848416	GROUP FEE	470	1,410	754	2,500	2,500	Charges for Services
4848417	CONCESSIONS-TAXABLE	5,835	5,415	4,746	5,000	4,600	Charges for Services
4848418	LOCKER RENTALS	935	1,857	1,809	1,500	1,500	Charges for Services
4848422	CHILD DAY PASS SALES	3,395	3,100	4,105	3,000	3,250	Charges for Services
4848424	TENNIS TUITIONS	1,185	1,558	452	623	500	Charges for Services
4848425	CONCESSION, NON-TAXABLE	938	2,710	4,526	4,500	4,500	Charges for Services
4848426	POOL SPECIAL EVENTS REVENUE	27,139	17,331	24,915	26,000	25,000	Charges for Services
4866220	Grounds Maintenance 66	3,461	2,661	2,661	2,700	3,460	Contract Services
4866221	Miscellaneous Contracts 66		7,542		5,000	5,000	Contract Services
4866223	Equipment Maintenance 66	1,583	5,036	984	5,000	1,583	Contract Services
4866301	Telephone 66	3,846	4,128	3,914	4,200	3,845	Other Operating Expenditures
4866302	Cash (Over)/Short	-468	-1,713	-1,132		-468	Other Operating Expenditures
4866303	Printing & Advertising 66	838	61	1,369	2,500	838	Other Operating Expenditures
4866306	Meetings & Travel 66	308			250	308	Other Operating Expenditures
4866308	Supplies & Materials 66	18,813	21,290	27,862	32,000	18,813	Other Operating Expenditures
4866312	Utility - Water 66	10,796	9,479	9,512	10,000	10,300	Utilities
4866313	Utility - Electric 66	12,100	12,198	13,778	12,000	13,000	Utilities
4866314	Utility - Natural Gas 66	25,920	23,469	23,211	24,000	24,900	Utilities
4866317	Utility - Sewer 66			3,139	6,300		Utilities
4866338	Chemicals	14,472	19,837	15,274	13,000	12,000	Other Operating Expenditures
4866350	Supplies for Resale	5,922	6,962	11,325	5,500	5,922	Other Operating Expenditures
4867308	Supplies & Materials 67		652	1,346			Other Operating Expenditures
4868308	Supplies & Materials 68	3,081	9,399	13,538	9,000	9,000	Other Operating Expenditures
99000	Personnel	285,763	280,392	299,648	313,604	258,694	

gy

Program: Community Pool Services

III. Personnel Allocations

Position:	**FTE Allocation:**
Director, Parks and Recreation	.10
Management Assistant	.30
Aquatic Program Coordinator	.75
Pool Superintendent	1.00
Swim Team Coaches	.40
Maintenance Technician	.15
Aqua Aerobics Instructors	.20
Cashiers	0.40
Pool Lifeguards	1.75
Total	5.05

IV. Expense Summary

Personnel: the Aquatic Program Coordinator position is proposed to be filled. This position has been vacant in order to converse funding. An increase in cost associated with a full time position will result. Only partially off-setting this is a reduction in part time payroll.

Operational / Service Expense: This expense category includes the costs of natural gas, electricity, water, chemicals, sewer service and telephone. Supplies and materials are also required that include paper products and cleaning supplies.

Contract Services: This account is used to pay for outside repair services such as plumbing, painting and professional services as needed over the course of the year.

Equipment Maintenance: This account is used to fund the replacement and repair of essential pool equipment such as lane lines and the pool water pump and heater.

Capital Outlay: This Category includes the costs of new replacement equipment needed or considered desirable for the pool facility. This year's goal is to improve accessibility, build a center island where the metal lockers were taken out of the men's locker room and continue the replacement of the underwater pool lights with high efficiency LED lights.

V. Goals and Performance Measures ☑

The goal of the Community Pool Services Program is to safely operate a public pool to meet the needs and expectations of the community including the local school district, while remaining as cost effective as possible.

Program: Community Pool Services

Objectives	Performance Measures
♦ Increase pool patronage	1. Increase pool patronage revenues by 5%. 2. Promote pool programs in City newsletters and other media.
♦ Improve accessibility at the pool.	1. Install new handrail to comply with new ADA regulations.
Install island in men's locker room	1. Installing a tile island in place of the lockers that were removed.
♦ Provide high quality, cost effective, safe and efficient youth recreation programming at the Carpinteria Community Pool.	1. Hire and train a sufficient number of recreation staff. 2. Enroll over 300 hundred youth to participate in pool recreation programming. 3. Meet or exceed all cost recovery standards as set forth in CMC 3.34.040 for recreation programming.
♦ Ensure facility safety and staff professionalism.	1. Conduct at least four staff meetings at the Community Pool where safety training and round table safety discussions are facilitated and journalized.
♦ Install Ozone System	Install by June 30,2014

Program: Community Pool Services

Objectives	Performance Measures
♦ High standards of maintenance and cleanliness at the Carpinteria Community Pool. The facility has a high volume of users and therefore cleanliness of showers, restrooms and other public areas is of extreme importance.	1. Clean locker rooms daily. 2. Respond to Customer concerns with prompt response. 3. Have four pool staff meetings where facility maintenance procedures and implementation are reviewed.

Men's Locker Room

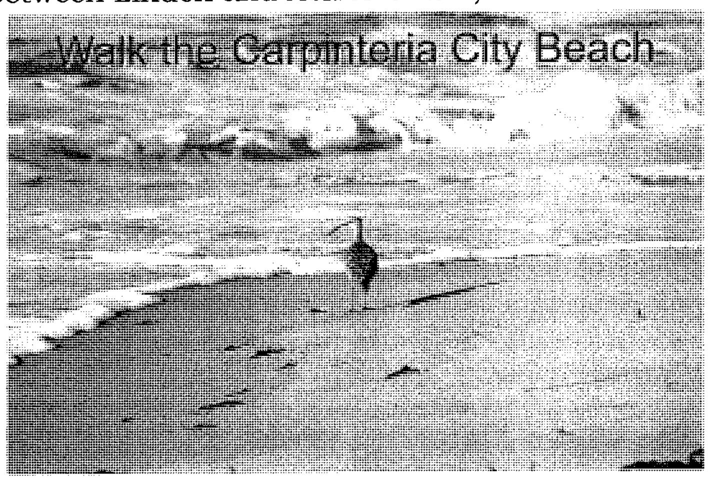
City of Carpinteria
2014-15 Adopted Budget

Fund: Tidelands/Recreation/General
Department: Parks and Recreation

Program: *Ocean Beach Services*

I. Program Summary

There are approximately three miles of Pacific Ocean coastline in the City of Carpinteria. Much of this is left as natural open beach; however, the Carpinteria City Beach is a world famous destination and a recreational treasure for local residents and tourists. Located between Linden and Ash Avenues, this fifteen hundred foot long stretch of sandy beach is the site where recreation programming, beach cleaning, lifeguard services, and ocean flood control activities occur during various times of the year. The City's Ocean Beach Services program helps to protect public health and promote the beach as a recreational destination.



1. Ocean Lifeguard Service. Offered in the spring and summer each year, trained lifeguards provide beach safety services including aquatic rescues, rules and regulations enforcement, beach and aquatic accident prevention, safety services for the City's recreation programming, and beach litter removal. This program involves over one-hundred in-service days per year.

2. Junior Lifeguard Youth Program This very popular summertime youth program for ages nine to seventeen includes instruction in lifesaving techniques, swimming, fitness, beach competitions, kayaking, marine science, games and other beach related activities. The program attracted over one hundred and eighty students from the community in the summer of 2013.

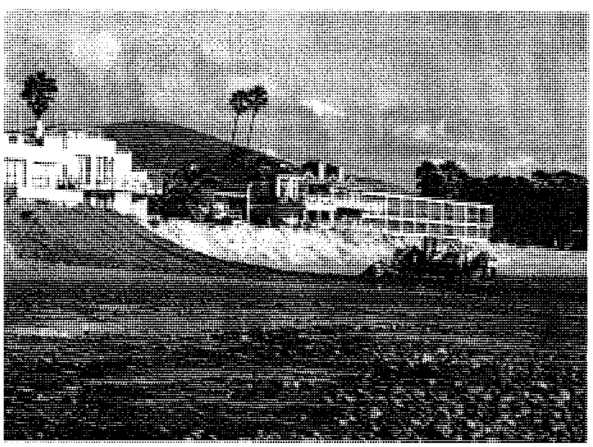
3. Kayaking/Kayak Adventure/ Stand up Paddling This program is for ages ten and above (including adults) and instructs participants in boating safety and safe kayaking and stand up paddling techniques. Topics include navigation, surf launch and entry, paddling techniques and local marine biology. Participants may go snorkeling when conditions are good. Kayaks, paddle boards and paddles, wetsuits, life vests and helmets are provided to each participant.

4. Surfing Available in the summer and fall of each year, these classes are for youth age eight and up and offer instruction in basic surfing techniques, surfing etiquette and general aquatic safety. Surfboards and wetsuits are provided or students may bring their own.

5. Sailing This class provides instruction in the basics of sailing. Students gain experience on catamaran and mono-hull vessels. Carpinteria's gentle afternoon ocean breezes and calm surf offer an ideal venue for this program that is open to ages ten and up. Sailing is a wonderful way to enjoy ocean breezes and blue ocean waters.

6. Beach Maintenance Throughout the spring and summer season, this program provides for the grooming of the beach and removal of dangerous litter such as broken glass and other sharp objects. The service provides for the disposal of deceased marine animals, cleanup of illegal beach fires and removal of ocean debris including kelp, and other flotsam. Trash is picked up each day the lifeguards are on duty and the beach tractor rakes the beach four times weekly in the summertime.

7. The Winter Protection Berm The Winter Protection Berm is intended to provide a measure of protection to private and public improvements along the Carpinteria City Beach. The program includes the mechanical installation and removal of a sand berm as well as the permit administration required by the Army Corps of Engineers and the California Coastal Commission. The sand berm project is funded partially by the property owners along the waterfront through the City's Assessment District # 5. The berm has proven to be effective in minimizing public and private property damage during major winter storms.



8. Beach Concessions The City operates a beach concession to enhance visitor comfort and convenience and to raise funds for Carpinteria City youth recreation programming. The program also provides summer jobs for young people in the community. Concessions include a contract provided food service at the end of Linden Avenue and a City operated sundry and equipment rental store. All concession operations are considered seasonal. In addition, the Beach store personnel make available upon request a beach wheel chair at no charge.

II. Budget Summary

Program: Ocean Beach Services

Program: Ocean Beach Services

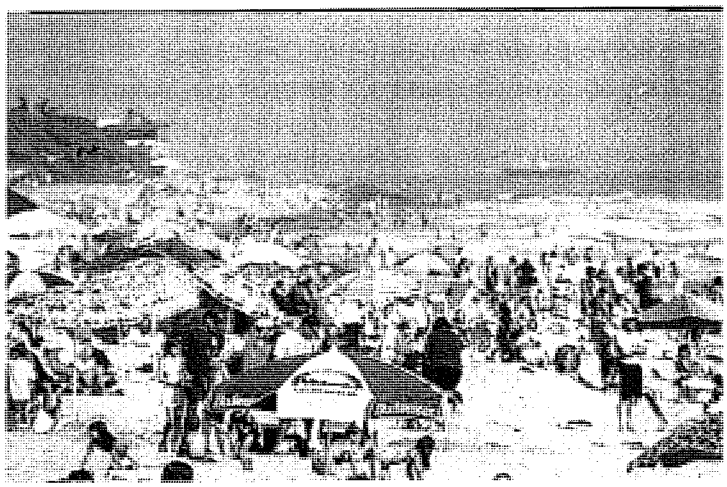
	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$476,109	$425,946	$419,424	$374,383	$410,132
Personnel	$200,965	$197,188	$210,730	$220,545	$217,934
Contract Services	18,621	22,651	48,123	21,530	21,530
Utilities	861	966	466	1,020	2,200
Other Operating Exp.	46,210	49,436	51,117	55,000	87,800
Major Capital			485	1,000	65,000
Minor Capital	13,420	3,667	532	6,500	5,000
TOTAL EXPENDITURES	$280,077	$273,908	$311,454	$305,595	$399,464
NET INCOME/(SUBSIDY)	$196,032	$152,038	$107,971	$68,788	$10,668

2020203	CREF GRANT	93,001					Subventions / Intergovernmental
2828101	INTEREST INCOME 28	3,529	3,043	496	1,807	2,020	Interest
2828164	MISCELLANEOUS INCOME 28	11,398	11,327	13,015	5,000		Miscellaneous
2828166	DONATIONS 28	7,376	3,990	100			Miscellaneous
4848281	JR LIFEGUARD FEES					65,000	Charges for Services
2828282	BERM ASSESSMENT	19,246	20,488	19,406	20,500		Assessments
2323282	BERM ASSESSMENT					19,641	Assessments
4848283	BEACH CONCESSION REVENUE					42,000	Charges for Services
4848284	OCEAN RECREATION CLASS TUITION					10,000	Charges for Services
2828285	RENTS & LEASES 28	254,448	263,848	269,693	255,000	271,471	Charges for Services
2828286	OCEAN ADVENTURE CAMP TUITION	350	920	185	76		Charges for Services
2828281	JR LIFEGUARD FEES	54,716	72,788	70,372	45,000		Charges for Services
2828283	BEACH CONCESSION REVENUE	19,255	25,472	21,880	25,000		Charges for Services
2828284	OCEAN RECREATION CLASS TUITION	7,740	11,139	10,361	10,000		Charges for Services
2828287	KAYAK REVENUE	5,050	12,931	13,918	12,000		Charges for Services
4848287	KAYAK REVENUE						Charges for Services
2862220	Contract Services (Berm Permit)	2,522	9,626	29,873	1,530		Contract Services
2862221	Beach Dune Maintenance	16,099	13,025	18,250	20,000		Contract Services
2362220	Contract Services (Berm Permit)					1,530	Contract Services
2362221	Beach Dune Maintenance					20,000	Contract Services
2862301	Telephone 62	5,197	5,065	4,447	4,500	4,500	Other Operating Expenditures
2862303	Printing & Advertising 62	1,832	613	1,656	2,000	2,000	Other Operating Expenditures
2862305	Dues & Subscriptions 62	7,650	9,550	9,000	9,000	9,500	Other Operating Expenditures
2862306	Meetings & Travel 62			72	250	250	Other Operating Expenditures
2862308	Supplies & Materials 62	9,437	8,633	14,705	16,000	14,000	Other Operating Expenditures
2862312	Kayak Program Misc. Exp		865		750	500	Other Operating Expenditures
2862315	Utility - Sewer	861	966	466	1,020	1,100	Utilities
2862320	Pre-employment Physicals	905	811	1,605	1,000	1,500	Other Operating Expenditures
2862329	Jr Lifeguard Expenses	13,654	11,505	14,352	12,000		Other Operating Expenditures
4862301	Telephone 62					4,500	Other Operating Expenditures
4862303	Printing & Advertising 62					2,000	Other Operating Expenditures
4862305	Dues & Subscriptions 62					9,550	Other Operating Expenditures
4862308	Supplies & Materials 62					14,000	Other Operating Expenditures
4862312	Kayak Program Misc. Exp					500	Other Operating Expenditures
4862315	Utility - Sewer					1,100	Utilities
4862320	Pre-employment Physicals					1,000	Other Operating Expenditures
4862329	Jr Lifeguard Expenses					15,000	Other Operating Expenditures
2864302	Purchases for Inventory	5,481	8,861	2,934	8,000		Other Operating Expenditures
2864304	Cash (Over)/Short 28	16	314				Other Operating Expenditures
2864308	Supplies & Materials 64	2,038	3,219	2,346	1,500		Other Operating Expenditures
2870410	Beach Wheelchair ADA	4,977			2,500	5,000	Minor Capital
2870415	Sailing Equipment Grant - 28	8,443	3,667	532	4,000		Minor Capital
2879418	Lifeguard Tower			485	1,000	65,000	Major Capital

III. Personnel Allocations

Position:	FTE Allocation:
Director, Parks and Recreation	.30
Lifeguard Supervisor	.35
Management Assistant	.30
Aquatics Program Coordinator	.25
Ocean Recreation Coordinator	.20
Parks and Facility maintenance worker	.20
Public Works Maintenance Worker	.04
Lifeguards	1.30
Cashiers	.30
Total	3.24

IV. Expense Summary



Personnel Part-time wages are for ocean beach service employees including lifeguards and youth program staff.

Operational / Service Expense: This category includes expenses such as the recreational program expense for several recreation activities, the ocean lifeguard service, the beach maintenance service, beach concessions, and the winter protection berm service. Beachfront utilities such as telephone, electrical and supplies and materials are also included.

Contract Services: This category includes the costs of the construction and removal of the winter protection berm, and for a biological monitor to inspect for snowy plover bird activity on the City beach as required by the Coastal Commission. Additionally, this year, some consultations may be needed to further the City's effort to work with the Army Corps of Engineers on the Carpinteria Shoreline Erosion Protection Feasibility Study and Sand Dune Restoration Project. $1,500 has been budgeted for this if needed.

Capital Outlay: This category includes the costs of new or replacement equipment needed or considered desirable for the Ocean Beach Services Program. In this proposed budget, an amount has been programed to replace the Holly Avenue Lifeguard Tower. See account 28-79-41-8

Carpinteria Beach Store.
The Carpinteria Beach Store was remodeled for the 2010 summer. The seasonal concession program allows the City to provide additional summer jobs, promote tourism, provide comfort and convenience to beach goers, and raise money for youth recreation programming. In 2014, the concession programs point of sale software will be updated to improve credit card handling and sales.

V. Goals and Performance Measures ☑

The goal of the Ocean Beach Services Program is to manage the City's ocean front to encourage visitorship, public safety, recreational opportunities and environmental stewardship.

Objectives	Performance Measures
◆ Maintain the Carpinteria City Beach free of litter, hazardous debris and dead marine animals in order to promote beach safety and visitorship from residents and tourists.	1. Daily litter pick-up from June 11th to September 2nd including trash, cigarette butts and sharps. 2. Beach raking by use of a tractor at least 4 times a week throughout the summer.
◆ Provide high quality lifeguard service for the ocean beach by training staff in CPR, First Aid, and beach safety operations.	All new lifeguard hires will receive specialized training for the beach and the pool that conforms with relevant standards. Returning lifeguard staff receive a refresher course in practical skills.
◆ Provide high quality, cost effective, safe and efficient youth recreation programming that incorporates the favorable Carpinteria coastline conditions with fun, physical fitness and education.	1. Hire and train a sufficient number of lifeguards to be used as youth recreation program instructors. 2. Enroll over four hundred youth to participate in our ocean programming. 3. Meet or exceed all cost recovery standards as set forth in CMC 3.34.040 for recreation programming.

Program: Ocean Beach Services

Objectives	Performance Measures
◆ Continue the Army Corps of Engineering Study on the feasibility of a shoreline storm wave damage reduction project.	Provide 100% of beach related empirical data and new field data to ACOE as requested including beach profile data.
◆ Install, maintain and remove the winter protection berm in the winter of 2015.	1. Build the berm prior to December 2014 2. Monitor and, if needed, maintain the berm until spring of 2015 3. Remove the berm and restore the beach to a summer like profile prior to mid April 2015.
◆ Replace the Holly Avenue Lifeguard Tower.	Complete installation before April 2015.

Site Plan for improved Holly Avenue Lifeguard Station.

City of Carpinteria
2014-15 Proposed Budget

Fund: Recreation/General Fund
Department: Parks and Recreation

Program: *Special Events*

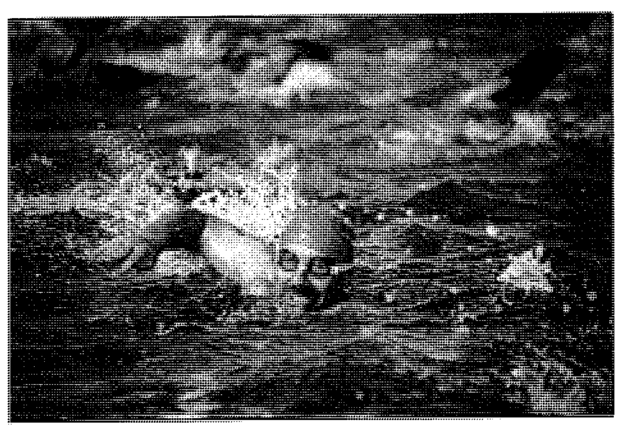
City of Carpinteria
Parks & Recreation

I. Program Summary

The Parks and Recreation Department conducts a variety of special programs intended to help promote recreation and the Community of Carpinteria. The events include the Carpinteria Triathlon, held in the late summer and an adult softball league. The expenses of these programs are offset by the revenue generated from participants or by donations.

Triathlon

This successful event will be returning for its sixteenth year, the Triathlon consists of an ocean swim, a bicycle ride and a run. Planned to attract seven hundred twenty-five participants this year, the event continues to be a fall classic for Carpinteria. Not only promoting a healthy lifestyle, but also attracting visitors during an off-season time of year. The event contributes to the local economy through additional sales tax and hotel bed tax revenues and helps raise funds for the Parks and Recreation Department youth recreation programming.



Adult Coed Softball League

This summer tradition in Carpinteria usually attracts over 150 adult participants and is held during daylight hours on Tuesday and Thursday evenings at beautiful Viola Fields.

The expenses associated with these programs are included in the operational expense portion of the budget summary presented below and are completely offset by participant fee revenue.

Program: Special Events

II. Budget Summary

Program:	Special Events				
	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$110,311	$109,580	$103,609	$90,517	$93,000
Personnel	$21,104	$20,707	$22,129	$23,160	$22,722
Other Operating Exp.	63,319	60,152	71,491	59,000	61,000
TOTAL EXPENDITURES	$84,423	$80,859	$93,620	$82,160	$83,722
NET INCOME/(SUBSIDY)	$25,888	$28,721	$9,989	$8,357	$9,278

4848168	TRIATHLON REVENUE	103,456	100,635	97,021	83,000	85,000	Charges for Services
4848182	SOFTBALL REVENUE	4,600	7,135	5,090	6,500	6,500	Charges for Services
4848188	PARK SPECIAL EVENTS REVENUE	2,255	1,810	1,498	1,017	1,500	Charges for Services
4863300	Triathlon Expense	56,502	52,810	61,066	53,000	55,000	Other Operating Expenditures
4863302	Softball League Expenses	3,696	2,256	3,006	3,000	3,000	Other Operating Expenditures
4863308	Special Events Expenses	3,121	5,086	7,420	3,000	3,000	Other Operating Expenditures
99000	Personnel	21,104	20,707	22,129	23,160	22,722	

III. Personnel Allocations

Position:	**FTE Allocation:**
Director, Parks and Recreation	.05
Management Assistant	.10
Maintenance worker	.05
Parks and Facility Maintenance Worker	.05
Total	.25

IV. Expense Summary

Personnel

Operational / Service Expense: This category reflects anticipated expenses to conduct the aforementioned special events. This expense is offset by anticipated participant fee revenues.

Contract Services: None

Program: Special Events

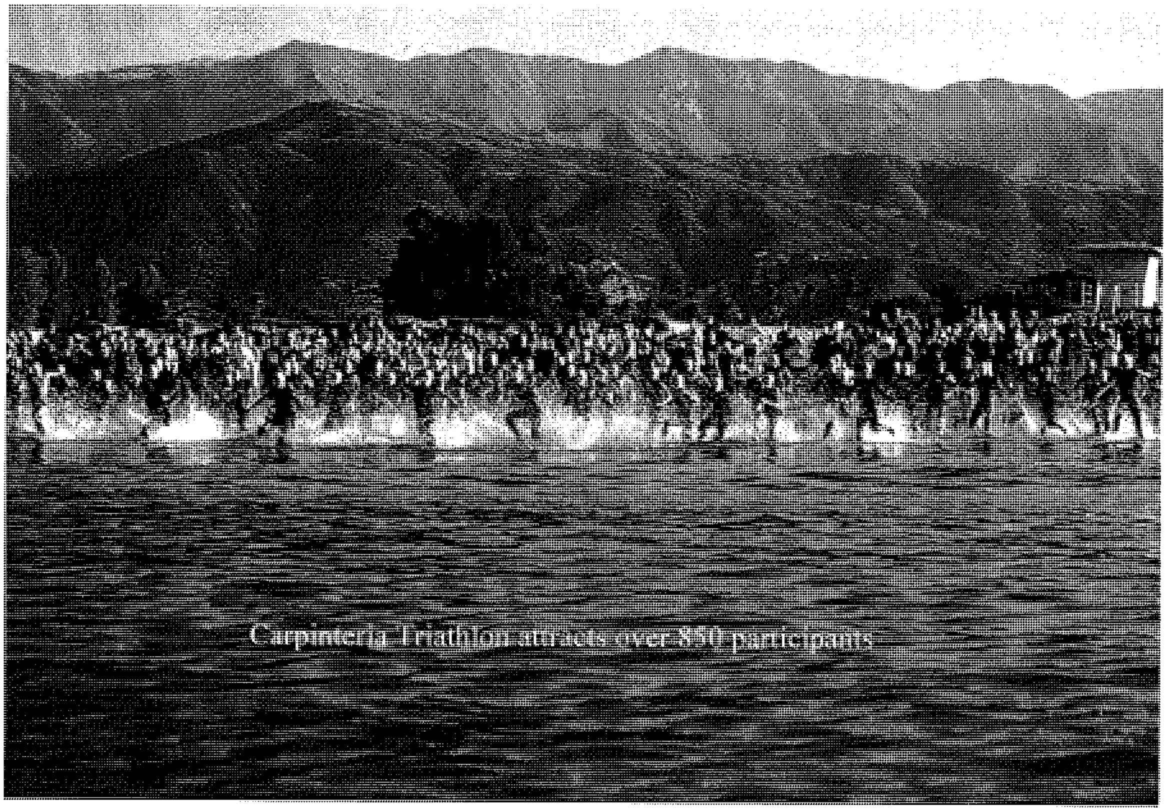
Capital: None anticipated

V. Goals and Performance Measures ☑

The Goal of the special events program is to provide outstanding recreational opportunities that promote the community and support department programming including youth recreation scholarships.

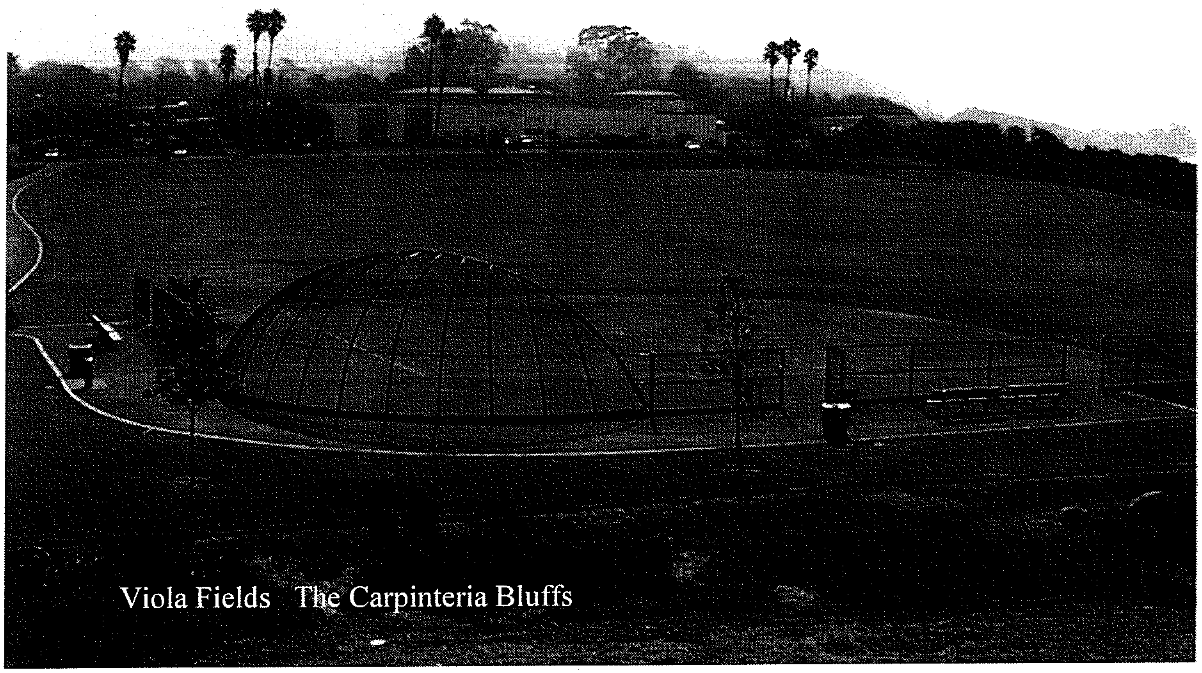
Objectives	Performance Measures
◆ Attract 10 or more teams to the Adult Softball League.	1. Attract 150 adults to play Generate funds to offset fields operations and maintenance.
◆ Plan, publicize, and conduct triathlon.	1. Attract over eight hundred participants. 2. Provide funds to allow for over 50 youth scholarships to City recreation programs or to support the community pool and youth programming.

Program: Special Events



Carpinteria Triathlon attracts over 850 participants

Objectives	Performance Measures
◆ Analyze event for cost effectiveness.	Evaluate each special event for improvements and improve the profit margin on the event.
◆ Seek new and cost effective ways to promote special events.	Promote major special events on the internet, and develop PR strategies.


Viola Fields The Carpinteria Bluffs

Fund: Parks Maintenance / General / DIF/Revolving
Department: Parks and Recreation

Program:
Parks and Facility Improvement and Maintenance

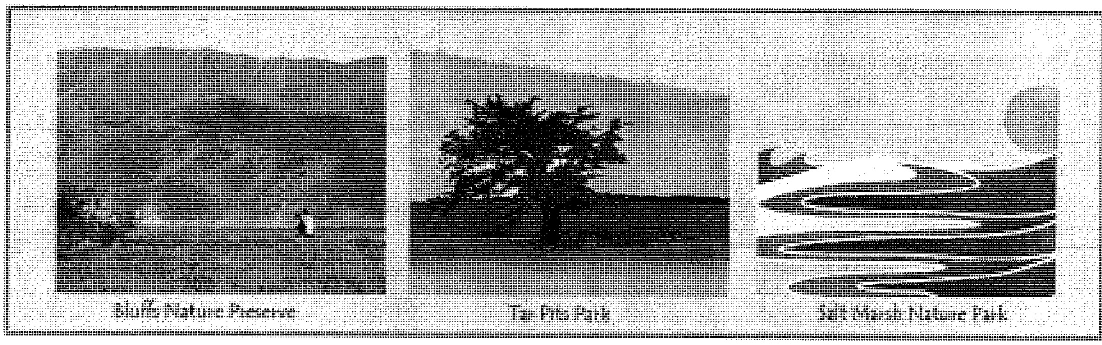
I. Program Summary

The City of Carpinteria maintains over one hundred acres of open space and park land. This includes the following active and passive recreational areas:

Carpinteria Bluffs	54.3 acres
El Carro Park	10.5 acres
Tar Pits Park	8.7 acres
Salt Marsh Nature Park	8.0 acres
Monte Vista Park	4.0 acres
Heath Ranch Park	2.3 acres
Memorial Park	1.9 acres
Franklin Creek	1.1 acres
Carpinteria Creek Park	1.03 acres
Linden Field and Tomol Interpretive Play Area	6.3 acres
Seaside Park	.30 acres
Historical Markers	.25 acres

The Park and Facilities Maintenance Program includes all park maintenance and improvement throughout the City. Also included is the management and maintenance of the Veteran's Memorial Building. Capital spending on hiking and biking trails, park system expansion and improvement and the development of other recreation facilities in the community, are included in this program. In 2012, a community survey conducted by a professional public opinion research company found that 93% of those surveyed were completely satisfied by the City's Park Maintenance program.

Program: Parks and Facility Improvement and Maintenance



Carpinteria, California

II Budget Summary

Program:	**Parks & Facility Maintenance**				
	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$465,594	$266,344	$174,821	$953,730	$341,525
Personnel	$132,511	$130,020	$138,949	$145,421	$100,858
Contract Services	226,520	159,765	140,245	179,455	151,762
Utilities	85,635	82,752	70,160	68,681	72,012
Other Operating Exp.	38,463	36,600	41,103	39,500	39,269
Major Capital	208,044		96,054	590,500	2,000
TOTAL EXPENDITURES	$691,173	$409,137	$486,512	#########	$365,901
NET INCOME/(SUBSIDY)	($225,579)	($142,793)	($311,691)	($69,827)	($24,376)

2020200	TOMOL IPA LWCF	138,044					Subventions / Intergovernmental
2020207	IRRIGATION WATER WELL				70,000		Subventions / Intergovernmental
2020437	CARPINTERIA RINCON TRAIL INCOME			545	170,000		Subventions / Intergovernmental
2037303	Carpinteria Rincon Trail			545	170,000		Major Capital
2079305	Tomol IPA LWCF	138,044		95,000			Major Capital
2079616	Irrigation Water Well				70,000		Major Capital
2222101	INTEREST INCOME 22			0	13		Interest

Program: Parks and Facility Construction and Maintenance

III. Personnel Allocations

Position:	**FTE Allocation:**
Director, Parks and Recreation	.30
Management Assistant	.10
Public Works Supervisor	.10
Parks and Facilities Maintenance Worker	.25
Maintenance Technician	.20
General Maintenance worker	.20
Part time worker	.375
Total	1.425

IV. Expense Summary

Personnel: Personnel in this department include the Parks Director, Parks and Facilities Maintenance Worker, Maintenance Technician, the Public Works Maintenance Workers, the Public Works Supervisor and an Administrative Assistant.

Operational / Service Expense: This expense includes the cost of supplies and materials, electrical service, sewer fees, park furniture and minor improvements planned for this year, as well as the cost of water to irrigate the parks.

Contract Services: A Parks Maintenance Contract, which provides for the majority of routine park maintenance such as weekly lawn mowing. Funds have been included the parks miscellaneous contracts account to conduct some field repairs to El Carro Park and to implement Integrated Pest Management tactics.

Capital Projects: This category includes the costs of new or replacement facilities and equipment needed or considered desirable for the Carpinteria Community.

Plant 50 Native Trees. Each tree planted is thought to provide oxygen for two people for the rest of their lives as well as regenerating soil, offsets CO2 levels, creates habitat and shade counteracting deforestation. Each year the Parks Department pledges to plant at least 50 native trees in various locations to improve the landscape in the Carpinteria Community.

Athletic Field Maintenance.

The City of Carpinteria maintains two athletic field complexes. One at El Carro Park and the other at Viola Fields. In order to counteract the long term impacts of soil compaction and turf wear and tear, the Parks Department occasionally aerates the fields and applies organic soil amendment. This will help maintain the level playing surface, reduce the need for irrigation, improve aesthetics, reduce the need for chemical fertilizers and pesticides and improve overall turf vigor. Funds have been programed in account number 23-61-22-1 for continued reconditioning of the El Carro baseball outfields, replenishment of the playground safety area wood chips at several locations, playground repair and sports field composting.

Verti-cutting the turf at El Carro Park

Seaside Park

The City of Carpinteria completed renovations to the seaside building in June 2009. A complete reconstruction of the adjacent grounds was completed in June 2014. Features for this part of the project include a small open turf area, some public patio areas and a parking lot. The improvements include permeable paving, high efficiency parking lot lighting and native plantings.

Some additional funds are allocated to begin maintenance of this new public area.

Irrigation Water Well

This project includes the permitting and construction of an irrigation water well in the most optimal location for supplying a City Park with water. This site may include City Hall. Water from a water well can cost about $250 per acre foot including amortization of the capital investment in a well. This cost is significantly less than the local water district's rate. Because the irrigation water does not need treatment for irrigation use, well water is considerable less expensive. In addition, using untreated water for irrigation purposes helps reduce demands on municipal water services.

The Parks Department has operated a water well in El Carro Park since 1998 with good success. See account 20-79-61-6.

The Carpinteria Rincon Trail

This project is a partnership project with Santa Barbara County and the City of Carpinteria. The project includes a 5,000 foot long trail that connects the eastern end of Carpinteria Avenue with the Ventura County line. The route takes advantage of already public owned land over terrain with breathtaking views of the Pacific Ocean. The Project's CEQA review is expected to be complete by December 2014. The preparation of complete plans, specifications and engineering should be complete by June 2015. Construction could begin shortly thereafter if construction funding can be secured. See account 20-37-30-3.

Memorial Park Renovations

A renovation plan for Memorial Park has been prepared that includes such amenities as walking paths, safety fencing and native plantings. Once discretionary approvals have been obtained, the Parks Department intends to phase in the proposed improvements over several years. Once a design and cost estimate is prepared, an appropriation from park improvement funds will be proposed. (account no. 31-79-62-1)

Franklin Creek Park

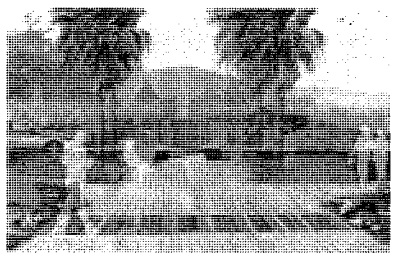
Located on Sterling Avenue, this small neighborhood features a swing set, turf and trees. Due to water costs and drought conditions, the park's turf is in poor condition. A new park design will be prepared in this fiscal year that replaced a majority of the turf area with a trail and a grove of trees. Additional possible features may include a few picnic tables and benches. The planting of fifty trees in this location will be considered as a commemorative gesture to the City's fiftieth anniversary. The expense for this project will be appropriated once the design has been developed and the costs better known.

Community Garden

The proposed site for this project is along Fifth Street at Holly Avenue on newly acquired public land. The project is adjacent to the railroad tracks. The project will feature 100 garden plots made available for use for residents to grow local produce in a pleasant and social setting. An early 1900's railroad shed will be located at the site to serve as a small office and tool shed. In this fiscal year, it is planned that the project will be designed and permitted with construction following in 2015/16. A grant for construction funding has been awarded by the State of California in the amount of $350,000.

City Hall Campus site and Landscape Plan.

The City has prepared a City Hall Improvement and Landscape plan that improves accessibility, employee security, incorporates tactics to improve storm water runoff characteristics, increases parking and functionality of the campus as well as public meeting room capacity. The plan also anticipates the future Sheriff Substation and Public Works annex buildings. The project is anticipated to be phased in over time with phase one being pursued in 2014-15. Phase one includes relocated accessible parking, a new accessible pathway to the building lobby and building improvements and landscaping on the building's west side at the entry to the City Council chambers. General Facilities DIF's are proposed to be used to fund this project. See account 31-79-61-4.



Integrated Pest Management Program (IPM)

The Carpinteria City Council Proposed an IPM policy of January 9, 2012, and the IPM program, with the help of a City Council appointed committee, is being implemented. Specific weed management tactics and acceptable protocols to resist infestation of weeds and other pests, are being developed. Committee work will be ongoing, but in 2014-2015 it is anticipated program will include additional park signage, updating of park maintenance contract specifications and IPM website development.

V. Goals and Performance Measures ☑

The goal of the Park and Facilities Maintenance and Improvement program is to provide cost effective stewardship for the City's parks, trails, open spaces, athletic fields and Veterans Building and to ensure safe recreational and educational opportunities for the benefit of the public.

Objectives	Performance Measures
◆ Be water efficient in the park system and install irrigation water wells where determined appropriate.	Minimize water costs 1. Maintain reduced turf areas in Heath Ranch, Memorial and Franklin Creek Park. 2. Complete installation of a irrigation water well in Monte Vista Park. 3. Install water well by June 2015. 4. Update irrigation controllers in large parks by June 2015.
◆ Plant 50 native trees in City parks and open spaces.	1. Identify 50 locations for native trees. 2. Procure trees. 3. Install trees.
◆ Maintain Athletic field surfaces for high quality and safe play.	Procure and distribute 140 cubic yards of organic amendment to select athletic fields to improve turf conditions.
◆. Prepare land use concept for City owned land near railroad and Linden Avenue.	Develop concept land use designs with the service of a Landscape Architect.
◆ Complete CEQA, design and engineering for the Carpinteria Rincon Trail.	Continue work with a design/engineering firm and complete 90% drawings for the project.

Program: Parks and Facility Improvement and Maintenance

Objectives	**Performance Measures**
◆ Complete Memorial Park Concept Design.	1. Complete concept design for Memorial Park that may include restrooms, off leash dog area, and jogging path. 2. Seek Coastal Development Permit. 3. Once funding is acquired, work to implement project in phases. 4. Complete design approval within the fiscal year.
◆ Continue work on the Carpinteria City Hall Landscape and Site Plan phasing scheme.	1. Conduct ARB review. 2. Define phases for project 3. Implement phases as funding is identified.
◆ Continue development and implementation of Integrated Pest Management Program.	1. Conduct committee meetings as needed. 2. Prepare IPM program documents 3. Prepare IPM Annual Report.

CITY OF CARPINTERIA
Proposed 2014-15 Budget
GENERAL FUND

The General Fund is the general operating, and largest, fund of the City. This fund is used to account for all financial resources except those resources required to be accounted for in another fund. The projected ending balance of this fund is considered a contingency reserve for unexpected purposes during the course of the fiscal year.

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	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
Taxes										
Property Taxes	$2,590,224	37.8%	$2,630,090	34.3%	$2,875,356	38.8%	$2,866,774	35.9%	$2,903,733	35.3%
Sales Taxes	1,610,861	23.5%	1,860,725	24.3%	1,739,414	23.4%	1,901,000	23.8%	2,093,000	25.5%
Franchise Taxes	594,460	8.7%	563,958	7.4%	552,787	7.5%	601,442	7.5%	600,914	7.3%
Transient Occupancy Taxes	1,306,033	19.1%	1,555,257	20.3%	1,631,428	22.0%	1,933,879	24.2%	1,991,895	24.2%
Other Taxes	98,737	1.4%	84,508	1.1%	113,790	1.5%	118,367	1.5%	109,530	1.3%
Total Taxes	**6,200,315**	**90.5%**	**6,694,538**	**87.4%**	**6,912,774**	**93.2%**	**7,421,462**	**92.8%**	**7,699,073**	**93.7%**
Interest	144,217	2.1%	96,767	1.3%	23,348	0.3%	113,950	1.4%	102,171	1.2%
Licenses & Permits	123,567	1.8%	157,988	2.1%	189,220	2.6%	147,270	1.8%	133,270	1.6%
Charges for Services	255,873	3.7%	262,233	3.4%	164,167	2.2%	189,500	2.4%	168,000	2.0%
Fines & Forfeitures	66,920	1.0%	77,396	1.0%	81,422	1.1%	74,200	0.9%	65,934	0.8%
Intergov Grants	50,588	0.7%	357,590	4.7%	33,299	0.4%	35,000	0.4%	35,000	0.4%
Miscellaneous	8,089	0.1%	12,902	0.2%	15,566	0.2%	14,557	0.2%	14,557	0.2%
TOTAL REVENUE	**$6,849,569**	**100.0%**	**$7,659,414**	**100.0%**	**$7,419,796**	**100.0%**	**$7,995,939**	**100.0%**	**$8,218,005**	**100.0%**
Regular Wages	$1,706,386	24.0%	$1,704,858	24.8%	$1,865,960	24.9%	$2,024,901	25.9%	$2,072,888	25.0%
Part-time Wages	64,151	0.9%	58,605	0.9%	42,089	0.6%	27,420	0.4%	38,941	0.5%
Overtime Wages	10,586	0.1%	5,854	0.1%	10,902	0.1%	12,819	0.2%	5,400	0.1%
Other Wages	39,124	0.6%	37,676	0.5%	37,806	0.5%	41,992	0.5%	42,818	0.5%
Total Wages	**1,820,247**	**25.6%**	**1,806,993**	**26.3%**	**1,956,757**	**26.2%**	**2,107,132**	**27.0%**	**2,160,047**	**26.0%**
Health/Life/Dental Insurance	430,153	6.1%	452,482	6.6%	435,503	5.8%	454,517	5.8%	460,359	5.5%
Retirement	362,297	5.1%	321,707	4.7%	352,702	4.7%	395,476	5.1%	429,970	5.2%
Unemployment Insurance	3,884	0.1%	3,714	0.1%	5,137	0.1%	4,096	0.1%	4,153	0.1%
MediTax	27,885	0.4%	26,925	0.4%	28,410	0.4%	30,382	0.4%	30,126	0.4%
Other Benefits	9,697	0.1%	10,406	0.2%	9,836	0.1%	10,895	0.1%	10,895	0.1%
Total Benefits	**833,916**	**11.7%**	**815,234**	**11.9%**	**831,588**	**11.1%**	**895,366**	**11.5%**	**935,503**	**11.3%**
TOTAL WAGES & BENEFITS	**2,654,163**	**37.4%**	**2,622,227**	**38.1%**	**2,788,345**	**37.3%**	**3,002,498**	**38.4%**	**3,095,550**	**37.3%**
WAGES & BENEFITS										
Contract Services	798,421	11.2%	724,241	10.5%	824,515	11.0%	803,144	10.3%	1,160,439	14.0%
Sheriff Contract	3,154,970	44.4%	3,109,927	45.2%	3,283,473	43.9%	3,354,298	42.9%	3,373,998	40.6%
Utilities	40,480	0.6%	40,346	0.6%	43,913	0.6%	44,266	0.6%	44,500	0.5%
Other Operating Exp.	187,133	2.6%	154,123	2.2%	179,760	2.4%	204,382	2.6%	205,479	2.5%
Non-Operating Exp.	161,045	2.3%	170,262	2.5%	211,311	2.8%	279,340	3.6%	294,659	3.5%
Minor Capital	12,815	0.2%	1,113	0.0%	65,739	0.9%	15,000	0.2%	15,000	0.2%
Debt Service	94,313	1.3%	53,346	0.8%	82,963	1.1%	113,788	1.5%	113,788	1.4%
TOTAL EXPENDITURES	**$7,103,340**	**100.0%**	**$6,875,585**	**100.0%**	**$7,480,019**	**100.0%**	**$7,816,716**	**100.0%**	**$8,303,413**	**100.0%**
NET INCOME / (LOSS)	**($253,771)**		**$783,829**		**($60,223)**		**$179,223**		**($85,408)**	
Transfers In	948,505		533,507		406,424		735,278		663,140	
Transfers (Out)	(126,184)		(129,635)		(129,227)		(147,868)		(259,822)	
NET TRANSFERS	**822,321**		**403,872**		**277,197**		**587,410**		**403,318**	
Subsidies Received / (Provided)			(340,293)		(497,955)		(420,687)		(282,620)	
Operational Excess / (Deficit)	**568,550**		**847,408**		**(280,982)**		**345,947**		**35,290**	
Decrease / (Increase) in Reserves	(1,103,242)		(4,126,070)		116,110		(353,799)		(202,554)	
CHANGE IN AVAILABLE FUND BALAN	**(534,692)**		**(3,278,662)**		**(164,872)**		**(7,852)**		**(167,264)**	
Beginning Fund Balance	5,340,682		4,805,990		1,527,328		1,362,456		1,354,604	
ENDING AVAILABLE FUND BALANCE	**$4,805,990**		**$1,527,328**		**$1,362,456**		**$1,354,604**		**$1,187,339**	

	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
Non Spendable Reserve	173,152	4,167	205,646	205,646	205,646
Restricted for PEG	324,734	324,734	324,734	324,734	324,734
Total Restricted Reserves	497,886	328,901	530,380	530,380	530,380
Uncertainty Reserve		3,900,000	3,673,615	4,006,054	4,191,237
General Reserve	1,856,800	1,042,447	1,054,182	1,065,548	1,074,431
Replacement / Repair Reserve		1,051,358	1,009,568	1,019,562	1,028,050
Total Committed Reserves	1,856,800	5,993,805	5,737,365	6,091,164	6,293,718
Unassigned Fund Balance (AFB)	4,805,990	1,527,328	1,362,456	1,354,604	1,187,339
Total Fund Balances	7,160,676	7,850,034	7,630,201	7,976,148	8,011,437

GENERAL FUND

FUND	DEPT	OBJ	SUB	DESCRIPTION	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15	Type
10	10	10	1	INTEREST INCOME 10	117,665	63,682	(2,146)	46,934	39,186	Interest
10	10	10	1	INTEREST INCOME 13		19,257		11,366	8,883	
10	10	10	1	INTEREST INCOME 15				9,994	8,488	
10	10	10	2	RENTS & LEASES 10	9,199	10,119	11,131			Charges for Services
10	10	10	3	TRUST & AGENCY INTEREST	19,749	24,875	16,826	30,000	30,000	Interest
10	10	10	4	CAPITAL IMPROV. INTEREST	6,615	8,088	8,292	15,442	15,442	Interest
10	10	10	5	RENT SEASIDE		4,200				Miscellaneous
10	10	10	6	CASH HANDLING CHARGES	144	122	376	214	172	Interest
10	10	10	7	DISCOUNTS TAKEN	44					Interest
10	10	10	8	PAID FINANCE CHARGES	2,057	1,487	9,792	1,851	1,500	Fines & Forfeitures
10	10	11	1	SECURED, CURRENT YEAR	2,451,581	2,493,620	2,735,650	2,697,988	2,743,891	Property Taxes
10	10	11	2	UNSECURED, CURRENT YEAR	67,062	67,593	72,853	71,498	74,000	Property Taxes
10	10	11	3	PRIOR YEAR, SEC/UNSEC	25,167	32,153	20,681	39,989	41,389	Property Taxes
10	10	11	4	PROPERTY TAX PENALTIES	8,427	10,667	4,915	5,410	14,158	Property Taxes
10	10	11	5	SUPPLEMENTAL ROLL	37,987	26,057	41,256	51,889	30,295	Property Taxes
10	10	12		SALES TAX SAFETY	54,561	46,165	63,158	58,000	58,000	Sales Taxes
10	10	12	1	SALES TAX	1,556,300	1,814,560	1,676,256	1,843,000	2,035,000	Sales Taxes
10	10	12	2	BUSINESS LICENSE TAX	51,158	42,110	44,898	43,628	42,630	Other Taxes
10	10	12	3	TRANSIENT OCCUPANCY TAX	1,306,033	1,555,257	1,631,428	1,933,879	1,991,895	Transient Occupancy Taxes
10	10	12	6	PROPERTY TRANSFER TAX	47,579	42,398	68,891	74,739	66,900	Other Taxes
10	10	13	1	COURT FINES & PENALTIES	7,044	4,981	4,718	3,000	3,000	Fines & Forfeitures
10	10	13	2	PARKING FINES & PENALTIES	46,940	40,063	47,501	55,000	50,000	Fines & Forfeitures
10	10	13	3	LOCAL FINES & PENALTIES	8,234	25,591	14,169	10,349	7,434	Fines & Forfeitures
10	10	13	4	ANIMAL FINES & PENALTIES	2,645	5,274	5,242	4,000	4,000	Fines & Forfeitures
10	10	13	5	DOG LICENSES	26,501	27,249	23,911	23,000	24,000	Licenses & Permits
10	10	14	2	DMV IN-LIEU	40,159	347,429	23,175	25,000	25,000	Subventions / Intergovernmer
10	10	14	6	HOMEOWNERS EXEMPTION 10	10,429	10,161	10,124	10,000	10,000	Subventions / Intergovernmer
10	10	15	1	COX CABLE FRANCHISE TAX	172,974	220,006	214,738	220,076	220,000	Franchise Taxes
10	10	15	2	SO CAL GAS FRANCHISE TAX	43,001	42,492	35,153	40,414	40,414	Franchise Taxes
10	10	15	3	HARRISON FRANCHISE TAX	266,609	204,770	191,577	224,500	224,500	Franchise Taxes
10	10	15	4	SCE FRANCHISE TAX	111,876	96,690	111,320	116,452	116,000	Franchise Taxes
10	10	16	2	WAGE REIMBURSE INS., JURY		300	8,667	3,300	3,300	Miscellaneous
10	10	16	4	MISCELLANEOUS INCOME 10	33,656	2,797	1,790	4,300	4,300	Miscellaneous
10	10	16	5	SB90 CLAIMS	(567)	2,183	2,254	1,500	1,500	Miscellaneous
10	10	16	6	DONATIONS				100	100	Miscellaneous
10	10	16	7	REIMBURSE DAMAGED CITY	(25,000)	3,422	2,855	5,357	5,357	Miscellaneous
10	10	17	3	BUILDING/CONSTR PERMITS	79,425	109,545	143,013	100,000	85,000	Licenses & Permits
10	10	17	4	ENGINEERING/STREET PERMITS	4,840	5,559	8,040	6,161	6,161	Licenses & Permits
10	10	17	5	OVER-SIZE LOAD PERMITS	1,618	2,002	1,858	1,248	1,248	Licenses & Permits
10	10	17	6	SP ACTIVITY/MISC PERMITS	125	270	2,955	6,666	6,666	Licenses & Permits
10	10	17	7	TEMP USE PERMITS	310	480		505	505	Licenses & Permits
10	10	17	8	SIGN PERMITS	3,948	1,530	1,540	600	600	Licenses & Permits
10	10	18		PLANNING CHARGES	166,435	174,896	107,089	150,000	100,000	Charges for Services
10	10	18	1	CITY CLERK CHARGES	621	500	651	800	800	Charges for Services
10	10	18	2	VIDEO TAPE SALES	180	140	160	200	200	Charges for Services
10	10	18	5	BUSINESS LICENSE APPLICATION	6,800	11,353	7,904	9,090	9,090	Licenses & Permits
10	10	18	6	PUBLIC WORKS CHARGES					25,000	Charges for Services
10	10	18	7	BUILDING SPECIAL SERVICE	7,615	12,595	12,465	5,000	5,000	Charges for Services
10	10	18	8	BLDG PLAN CHECK CHARGE	67,233	58,733	23,845	28,000	32,000	Charges for Services
10	10	19	1	RENTAL HOUSING INSPECTION FEE	4,590	5,250	8,827	5,500	5,000	Charges for Services
10	10	20	9	FROM REVOLVING 10	82,207	100,939		117,148	80,999	Transfers In
10	10	23	9	FROM PARK MAINTENANCE 10	70,935	70,523	72,588	58,031	57,071	Transfers In
10	10	25	9	FROM GAS TAX 10	50,466	31,542	29,850	55,161	39,754	Transfers In
10	10	26	9	FROM LOCAL TRANSPORTATION 10	3,073	186	357	544	563	Transfers In
10	10	27	9	FROM MEASURE A 10	60,060	57,851	54,520	127,559	135,053	Transfers In
10	10	28	9	FROM TIDELANDS 10	60,317	68,863	68,694	76,098	75,954	Transfers In
10	10	29	9	FROM STREET LIGHTING 10	40,144	39,059	37,946	93,794	81,925	Transfers In
10	10	31	9	FROM TRUST & AGENCY 10	153,643	8,368		39,066	13,501	Transfers In
10	10	33	9	FROM ROW 10	20,536	7,363	16,484	18,487	16,831	Transfers In
10	10	39	9	FROM AB939 10	39,275	95,506	72,856	97,078	109,683	Transfers In
10	10	42	9	FROM CAPITAL IMPROVEMENT 10	300,000					Transfers In
10	10	48	9	FROM RECREATION SERVICES 10	67,849	53,307	53,129	52,312	51,806	Transfers In
10	11	16	2	Regular Salary 11	97,140	116,997	129,862	130,839	136442	Regular Wages
10	11	16	4	Part-time Wages 11	16,449					Regular Wages
10	11	16	5	Overtime Pay 11			22			Overtime Wages
10	11	16	7	Special Pay 11	1,456	1,938	1,957	2,424	2195	Other Wages
10	11	18	4	Unemployment Insurance 11	263	246	266	258	267	Unemployment Insurance
10	11	18	6	Meditax 11	1,690	1,784	1,940	1,973	1937	MediTax
10	11	19	1	Life Insurance Premiums 11	696	1,062	974	1,117	575	Health/Life/Dental Insurance
10	11	19	2	Paid PERS-Employee	7,187	4,325	6,382	10,018	10153	Retirement
10	11	19	3	Paid PERS-Employer 11	12,352	13,851	13,636	13,037	13571	Retirement
10	11	19	4	Wellness 11	13,642	14,849	15,380	16,739	17061	Health/Life/Dental Insurance
10	11	21	1	Elections Contract	12,422	171	8,472	300	10,156	Contract Services
10	11	22	1	Contract Services 11	2,819	1,646	3,331	8,500	9,000	Contract Services
10	11	30	3	Printing & Advertising 11	9,915	7,688	8,297	10,000	10,000	Other Operating Expenditures
10	11	30	5	Dues & Subscriptions 11	203	255	335	400	300	Other Operating Expenditures
10	11	30	6	Meetings & Travel 11	100	367	69	1,500	1,150	Other Operating Expenditures
10	11	30	8	Supplies & Materials 11	585	1,195	224	1,000	1,820	Other Operating Expenditures
10	12	16	2	Regular Salary 12	212,646	181,682	231,457	250,623	232564	Regular Wages
10	12	16	4	Part-time Wages 12	245	14,508	14,110			Part-time Wages
10	12	16	5	Overtime Pay 12				8		Overtime Wages
10	12	16	7	Special Pay 12	5,247	3,947	4,794	4,988	5114	Other Wages
10	12	18	4	Unemployment Insurance 12	476	411	1,640	442	458	Unemployment Insurance
10	12	18	5	Deferred Compensation	8,358	8,358	8,358	8,358	8358	Other Benefits
10	12	18	6	Meditax 12	3,453	2,981	3,602	3,564	3323	MediTax
10	12	19	1	Life Insurance Premiums 12	1,083	1,341	1,793	2,127	799	Health/Life/Dental Insurance

10	12	19	2 Paid PERS-Employee-12	15,863	6,637	11,383	16,996	17081	Retirement
10	12	19	3 Paid PERS-Employer 12	27,264	21,153	23,827	22,099	22831	Retirement
10	12	19	4 Wellness 12	27,899	26,363	29,580	25,667	28169	Health/Life/Dental Insurance
10	12	22	Contract Services 12		25,000				Contract Services
10	12	30	5 Dues & Subscriptions 12	1,317	1,216		7,813	1,200	Other Operating Expenditures
10	12	30	6 Meetings & Travel 12	832	565	1,160	1,148	400	Other Operating Expenditures
10	12	30	8 Supplies & Materials 12	1,417	1,072	1,375	1,600	1,600	Other Operating Expenditures
10	13	16	2 Regular Salary 13	48,381	49,385	51,730	52,684	53166	Regular Wages
10	13	16	5 Overtime Pay 13	3,713	3,261	4,286	7,400		Overtime Wages
10	13	18	4 Unemployment Insurance 13	113	111	116	101	102	Unemployment Insurance
10	13	18	6 Meditax 13	821	804	844	861	742	MediTax
10	13	19	1 Life Insurance Premiums 13	242	368	753	417	204	Health/Life/Dental Insurance
10	13	19	2 Paid PERS-Employee13	3,599	1,844	2,580	3,873	3956	Retirement
10	13	19	3 Paid PERS-Employer 13	6,185	5,933	5,580	5,149	5288	Retirement
10	13	19	4 Wellness 13	17,375	17,923	18,411	17,797	18684	Health/Life/Dental Insurance
10	13	19	7 Indiv Equip Reimbursement 13	468	121	348	350	350	Other Benefits
10	13	19	8 Uniform Rental 13	841	915	432	729	729	Other Benefits
10	13	22	1 Miscellaneous Contracts 13	11,660	6,683	8,857	7,500	12,444	Contract Services
10	13	22	4 Interior Maintenance	35,307	47,370	22,470	76,605	32,951	Contract Services
10	13	22	5 Grounds Maintenance	11,046	9,894	9,352	10,500	10,500	Contract Services
10	13	30	1 Telephone 13	16,569	17,644	18,426	18,086	14,600	Other Operating Expenditures
10	13	30	2 Postage 13	11,962	10,097	11,397	12,000	8,426	Other Operating Expenditures
10	13	30	7 Vehicle Oper & Maintenance 13	11,227	9,366	8,091	8,000	8,000	Other Operating Expenditures
10	13	30	8 Supplies & Materials 13	14,820	14,282	18,002	17,476	15,000	Other Operating Expenditures
10	13	30	9 Misc Operating Expenses 13	32					Other Operating Expenditures
10	13	31	2 Utility - Water 13	6,008	5,734	6,345	8,000	8,000	Utilities
10	13	31	3 Utility - Electric 13	23,155	20,904	24,258	24,356	24,300	Utilities
10	13	31	4 Utility - Natural Gas	3,893	3,572	4,296	4,123	4,200	Utilities
10	13	31	7 Utility - Sewer 13	7,424	10,136	9,013	7,787	8,000	Utilities
10	14	16	2 Regular Salary 14	180,151	179,602	195,315	197,311	199284	Regular Wages
10	14	16	7 Special Pay 14	4,365	4,338	4,296	4,712	4557	Other Wages
10	14	18	4 Unemployment Insurance 14	406	382	395	383	393	Unemployment Insurance
10	14	18	6 Meditax 14	2,944	2,769	2,870	2,928	2849	MediTax
10	14	19	1 Life Insurance Premiums 14	1,008	1,839	1,856	2,093	1271	Health/Life/Dental Insurance
10	14	19	2 Paid PERS-Employee14	13,440	6,680	9,881	15,038	14830	Retirement
10	14	19	3 Paid PERS-Employer 14	23,099	21,450	20,681	19,268	19822	Retirement
10	14	19	4 Wellness 14	79,072	85,319	93,011	84,780	56929	Health/Life/Dental Insurance
10	14	22	CPIC Trustee Fees	3,853	3,853	3,853	3,854	3,853	Contract Services
10	14	22	5 Fee Schedule Update	15,300					Contract Services
10	14	22	7 ADP Payroll Processing	12,076	12,740	13,400	13,149	13,149	Contract Services
10	14	22	8 Accounting Services	100	250	100	102	10,150	Contract Services
10	14	22	9 Annual Audit	21,935	25,435	26,085	22,750	35,000	Contract Services
10	14	30	3 Printing & Advertising 14	5,593	4,490	4,040	2,600	4,000	Other Operating Expenditures
10	14	30	5 Dues & Subscriptions 14	513	500	450	400	500	Other Operating Expenditures
10	14	30	6 Meetings & Travel 14	50		50	100	100	Other Operating Expenditures
10	14	30	8 Supplies & Materials 14	847	1,640	970	1,000	1,500	Other Operating Expenditures
10	14	30	9 Misc Operating Expenses 14				100	100	Other Operating Expenditures
10	15	18	3 Worker's Comp Claims 15		975				Non-Operating Exp.
10	15	30	6 Meetings & Travel 15				1,500	1,500	Other Operating Expenditures
10	15	30	8 Supplies & Materials 15			51	100	800	Other Operating Expenditures
10	15	32	1 SCJPIA Deposit Billing	111,426	114,198	155,312	202,502	247,821	Non-Operating Expenditures
10	15	32	3 Insurance/Bond Premiums	38,004	44,894	42,095	38,838	38,838	Non-Operating Expenditures
10	16	16	2 Regular Salary 16	56,676	75,974	87,805	90,687	91715	Regular Wages
10	16	16	4 Part-time Wages 16	22,215					Part-time Wages
10	16	16	5 Overtime Pay 16	2,112					Overtime Wages
10	16	16	7 Special Pay 16	1,455	1,940	1,865	2,590	2195	Other Wages
10	16	18	4 Unemployment Insurance 16	175	162	178	173	181	Unemployment Insurance
10	16	18	6 Meditax 16	1,188	1,173	1,298	1,595	1312	MediTax
10	16	19	1 Life Insurance Premiums 16	398	1,558	1,750	2,241	1769	Health/Life/Dental Insurance
10	16	19	2 Paid PERS-Employee16	4,260	2,852	4,225	6,788	6825	Retirement
10	16	19	3 Paid PERS-Employer 16	7,321	9,109	8,961	8,729	9123	Retirement
10	16	19	4 Wellness 16	11,968	14,046	14,514	13,496	9323	Health/Life/Dental Insurance
10	16	19	6 Health Insurance Surcharges	(166)	(214)	1,197	1,000	1000	Health/Life/Dental Insurance
10	16	22	Employee Assistance Program	2,010					Contract Services
10	16	22	1 Fitness Program	7,147	1,357	5,026	5,610	5,212	Contract Services
10	16	22	8 Employee Training	4,408	2,805	2,877	8,000	7,140	Contract Services
10	16	30	3 Recruitment Advertising	14,548	3,287	4,926	7,500	14,600	Other Operating Expenditures
10	16	30	5 Dues & Subscriptions 16		145	155	400	145	Other Operating Expenditures
10	16	30	6 Meetings & Travel 16	226	40	550	850	100	Other Operating Expenditures
10	16	30	8 Supplies & Materials 16	725	1,482	867	1,800	1,000	Other Operating Expenditures
10	16	30	9 Health & Safety		61		800	800	Other Operating Expenditures
10	16	31	Employee/Public Relations 16	1,098	1,525	2,382	5,000	2,500	Other Operating Expenditures
10	16	31	2 Flexible Benefits Admin	1,782	1,434				Other Operating Expenditures
10	16	32	Pre-placement Health Screen	814	3,095	3,239	3,000	2,200	Other Operating Expenditures
10	17	22	City Attorney Retainer	120,335	120,057	119,903	120,000	159,600	Contract Services
10	17	22	3 MHRS Ordinance	10,188	8,296	7,811	16,340	7,500	Contract Services
10	17	22	7 Third Party Attorney Services	4,580			6,245	5,000	Contract Services
10	17	22	8 Litigation	118,561	115,077	100,814	75,000	75,000	Contract Services
10	17	22	9 City Attorney Off-Retainer	122,117	133,361	241,989	150,000	199,500	Contract Services
10	17	30	9 Miscellaneous Expense	66,910	(109)	24,184	2,000	2,500	Contract Services
10	18	22	System Administration	18,321	28,068	27,767	32,500	35,000	Contract Services
10	18	22	2 Equipment Maintenance	24,501	23,583	18,228	20,373	21,966	Contract Services
10	18	22	4 Software Maintenance	2,875	3,443	25,209	12,003	41,000	Contract Services
10	18	30	8 Supplies & Materials 18	3,107	3,274	2,455	2,521	3,100	Other Operating Expenditures
10	21	19	3 Safety Plan - PERS	17,617	55,449	57,709	66,832	89012	Retirement
10	21	21	3 SB County Mental Health	1,744	1,879	1,952	3,100	3,100	Contract Services
10	21	21	4 SB County Sheriff	3,114,642	3,068,664	3,249,893	3,294,698	3,314,398	Contract Services
10	21	21	5 Sheriff's Overtime	21,378	24,440	8,791	21,500	21,500	Contract Services
10	21	21	6 Augmentation	17,206	14,944	22,836	35,000	35,000	Contract Services

10	22	16	2	Regular Salary 22	162,067	164,394	176,150	174,460	182155	Regular Wages
10	22	16	5	Overtime Pay 22	958	645	3,169	1,011	1000	Overtime Wages
10	22	16	7	Special Pay 22	1,759	1,735	1,753	1,806	1784	Other Wages
10	22	16	8	Interpreter Pay 22	1,044	1,044	1,040	1,040	1040	Other Wages
10	22	16	9	Uniform Allowance	30	1,012	698	1,458	1458	Other Benefits
10	22	18	4	Unemployment Insurance 22	349	348	370	353	358	Unemployment Insurance
10	22	18	6	Meditax 22	2,527	2,522	2,693	2,669	2599	MediTax
10	22	19	1	Life Insurance Premiums 22	968	2,019	1,684	1,678	940	Health/Life/Dental Insurance
10	22	19	2	Paid PERS-Employee22	12,046	6,092	9,062	13,668	13555	Retirement
10	22	19	3	Paid PERS Employer 22	20,588	19,553	19,044	17,640	18118	Retirement
10	22	19	4	Wellness 22	32,701	31,474	32,038	30,443	33256	Health/Life/Dental Insurance
10	22	21	4	Hearing Officer	(5,282)	1,444	1,663	10,000	5,000	Contract Services
10	22	22	9	Vehicle Towing/Storage	159	1,080	1,140	1,085	1,000	Contract Services
10	22	30	3	Printing & Advertising	120	2,128	331	566	2,000	Other Operating Expenditures
10	22	30	5	Dues & Subscriptions 22	673	345	480	800	800	Other Operating Expenditures
10	22	30	6	Meetings & Travel 22	165		269	2,096	1,000	Other Operating Expenditures
10	22	30	8	Supplies & Materials 22	609	(2,633)	(1,887)	(2,400)	(1,500)	Other Operating Expenditures
10	24	21	5	Disaster Preparedness	1,502	18,658	9,744	12,000	7,815	Contract Services
10	24	30	1	Telephone			73			Other Operating Expenditures
10	24	30	3	Printing & Advertising 24	2,251	925	839	3,250	3,650	Other Operating Expenditures
10	24	30	5	Dues & Subscriptions 24		141	230	250	325	Other Operating Expenditures
10	24	30	6	Meetings & Travel 24				2,000	2,000	Other Operating Expenditures
10	24	30	8	Supplies & Materials 24	1,827	1,674	1,509	1,600	2,525	Other Operating Expenditures
10	30	16	2	Regular Salary 30	222,454	223,189	241,458	357,412	395543	Regular Wages
10	30	16	4	Part-time Wages 30	55				16156	Part-time Wages
10	30	16	5	Overtime Pay 30	2,089	748	830			Overtime Wages
10	30	16	7	Special Pay 30	4,741	4,356	4,471	5,482	6751	Other Wages
10	30	18	4	Unemployment Insurance 30	467	472	490	819	808	Unemployment Insurance
10	30	18	6	Meditax 30	3,384	3,421	3,559	5,084	5859	MediTax
10	30	19	1	Life Insurance Premiums 30	901	1,833	1,925	3,074	1988	Health/Life/Dental Insurance
10	30	19	2	Paid PERS-Employee30	16,524	8,484	13,668	13,629	15703	Retirement
10	30	19	3	Paid PERS Employer 30	28,400	26,879	25,378	28,443	34123	Retirement
10	30	19	4	Wellness 30	46,805	50,859	19,381	55,015	65996	Health/Life/Dental Insurance
10	30	22	1	Contract Services 30			407		235,000	Contract Services
10	30	30	5	Dues & Subscriptions 30	1,024	2,004	2,243	1,500	2,000	Other Operating Expenditures
10	30	30	6	Meetings & Travel 30	319	1,847	1,209	1,628	1,750	Other Operating Expenditures
10	30	30	8	Supplies & Materials 30	8,212	6,556	6,377	4,200	2,500	Other Operating Expenditures
10	37	20	1	Supplies & Materials 37	1,530	1,571	3,194	2,500	2,500	Other Operating Expenditures
10	41	16	2	Regular Salary 41	344,254	336,677	358,531	366,982	370651	Regular Wages
10	41	16	5	Overtime Pay 41	118		1,619	1,800	1800	Overtime Wages
10	41	16	7	Special Pay 41	5,124	4,988	5,030	5,042	5161	Other Wages
10	41	16	8	Interpreter Pay 41	1,305	1,305	1,300	1,300	1300	Other Wages
10	41	18	4	Unemployment Insurance 41	738	704	734	717	730	Unemployment Insurance
10	41	18	6	Meditax 41	5,349	5,107	5,337	5,339	5295	MediTax
10	41	19	1	Life Insurance Premiums 41	1,452	3,776	4,056	4,946	3406	Health/Life/Dental Insurance
10	41	19	2	Paid PERS-Employee41	25,496	12,463	18,437	27,677	27582	Retirement
10	41	19	3	Paid PERS Employer 41	43,819	40,125	38,860	35,893	36867	Retirement
10	41	19	4	Wellness 41	61,906	63,812	62,449	59,474	63566	Health/Life/Dental Insurance
10	41	22	2	Records Conversion Project				7,400	8,000	Contract Services
10	41	22	4	Drafting/Mapping			400	500	500	Contract Services
10	41	22	5	Misc. Planning Contracts	27,478	7,718	2,618	5,000	4,000	Contract Services
10	41	30	3	Printing & Advertising 41	35	716	5	1,000	1,000	Other Operating Expenditures
10	41	30	5	Dues & Subscriptions 41	100		600	600	600	Other Operating Expenditures
10	41	30	6	Meetings & Travel 41	153	157	440	500	500	Other Operating Expenditures
10	41	30	8	Supplies & Materials 41	2,508	1,309	1,216	1,209	1,250	Other Operating Expenditures
10	42	16	2	Regular Salary 42	136,688	136,122	141,905	147,150	148622	Regular Wages
10	42	16	5	Overtime Pay 42	590		866	1,300	1300	Overtime Wages
10	42	16	7	Special Pay 42	1,923	1,858	1,867	1,906	1900	Other Wages
10	42	18	4	Unemployment Insurance 42	289	283	288	288	293	Unemployment Insurance
10	42	18	6	Meditax 42	2,094	2,050	2,094	2,244	2122	MediTax
10	42	19	1	Life Insurance Premiums 42	726	2,122	2,144	2,381	1716	Health/Life/Dental Insurance
10	42	19	2	Paid PERS-Employee42	10,165	5,043	7,446	11,151	11060	Retirement
10	42	19	3	Paid PERS Employer 42	17,470	16,209	15,599	14,392	14783	Retirement
10	42	19	4	Wellness 42	17,490	15,614	18,648	18,392	26032	Health/Life/Dental Insurance
10	42	21	6	Project Review/Consulting	21,913	9,295		20,400	20,400	Contract Services
10	42	30	3	Printing & Advertising 42		43	449	350	450	Other Operating Expenditures
10	42	30	5	Dues & Subscriptions 42	320	185	100	100	100	Other Operating Expenditures
10	42	30	6	Meetings & Travel 42	53		7	500	200	Other Operating Expenditures
10	42	30	8	Supplies & Materials 42	2,556	1,630	3,588	934	2,000	Other Operating Expenditures
10	44	16	2	Regular Salary 44	85,332	83,780	89,888	90,807	91715	Regular Wages
10	44	16	7	Special Pay 44	2,494	2,058	2,156	2,204	2195	Other Wages
10	44	18	4	Unemployment Insurance 44	198	178	184	177	181	Unemployment Insurance
10	44	18	6	Meditax 44	1,434	1,292	1,338	1,348	1312	MediTax
10	44	19	1	Life Insurance Premiums 44	484	1,056	1,067	1,195	791	Health/Life/Dental Insurance
10	44	19	2	Paid PERS-Employee44	6,366	3,108	4,595	6,882	6825	Retirement
10	44	19	3	Paid PERS Employer 44	10,941	10,008	9,626	8,882	9123	Retirement
10	44	19	4	Wellness 44	18,530	18,916	19,130	17,163	18684	Health/Life/Dental Insurance
10	44	22		Contract Services 44	1,195	1,270	7,245	4,225	8,000	Contract Services
10	44	22	5	Sales Tax Audit 10	900					Contract Services
10	44	30	2	Marketing Materials	27,402	19,053	25,016	26,000	26,000	Other Operating Expenditures
10	44	30	5	Dues & Subscriptions 44	1,150	1,300	1,295	1,300	1,300	Other Operating Expenditures
10	44	30	6	Meetings & Travel 44	54	26	65	269	750	Other Operating Expenditures
10	44	30	8	Supplies & Materials 44	579	420	493	504	700	Other Operating Expenditures
10	45	16	4	Part-time Wages 45	8,602	6,218	3,893	8,500	4185	Part-time Wages
10	45	18	4	Unemployment Insurance 45	17	12	92	17	8	Unemployment Insurance
10	45	18	6	Meditax 45	125	90	56	142	61	MediTax
10	45	22		Contract Services 45					8,000	Contract Services
10	45	30	3	Printing & Advertising 45	9,733	8,191	8,296	10,000	12,900	Other Operating Expenditures
10	45	30	5	Dues & Subscriptions 45	170	178	488	450	1,050	Other Operating Expenditures

10	45	30	6	Meetings & Travel 45	200		1,531	3,150	3,000	Other Operating Expenditures
10	45	30	8	Supplies & Materials 45	2,699	300	4,611	5,500	12,300	Other Operating Expenditures
10	46	21	1	Carp Cares	4,660	4,700	4,395	4,500	1,400	Contract Services
10	46	21	2	Boys & Girls Club Funding	17,000	17,000	17,000	17,000	17,000	Contract Services
10	46	21	3	Girls Inc Funding	17,000	17,000	17,000	17,000	17,000	Contract Services
10	46	21	7	SB County Branch Library	18,000	10,000	27,000	27,000	35,500	Contract Services
10	46	22	2	CAC Senior Nutrition	10,000	10,000	10,000	10,000	10,000	Contract Services
10	46	22	3	Catholic Charities	7,500	7,500	7,500	7,500	7,500	Contract Services
10	46	22	4	South Coast Task Force on Youth Gangs	10,703	10,703	10,703	10,703	10,703	Contract Services
10	46	22	8	Rape Crisis Center	4,000	4,000	4,000	4,000	4,000	Contract Services
10	47	21	3	Animal Sheltering	26,826	27,614	26,696	26,000	28,000	Contract Services
10	47	30	3	Printing & Advertising 47	2,596	2,052	2,079	3,000	3,000	Other Operating Expenditures
10	47	30	6	Meetings & Travel 47	652		817	32	300	Other Operating Expenditures
10	47	30	8	Supplies & Materials	520	619	595	250	600	Other Operating Expenditures
10	51	16		Advisory Board Stipends	5,645	5,640	4,730	6,000	6000	Other Wages
10	51	16	1	Elected/Appointed Officials	16,585	19,375	19,307	18,600	18600	Part-time Wages
10	51	18	4	Unemployment Insurance 51	33	39	39	37	37	Unemployment Insurance
10	51	18	6	Meditax 51	276	281	280	230	270	MediTax
10	51	19	1	Life Insurance Premiums 51	1,210	769	711	860	4118	Health/Life/Dental Insurance
10	51	19	4	Wellness 51	68,163	68,711	64,652	62,840	70571	Health/Life/Dental Insurance
10	51	30	3	Printing & Advertising 51	131		288	200	288	Other Operating Expenditures
10	51	30	5	Dues & Subscriptions 51	11,388	10,562	14,751	12,250	12,000	Other Operating Expenditures
10	51	30	6	Meetings & Travel 51	4,513	3,786	4,985	7,000	5,000	Other Operating Expenditures
10	51	30	8	Supplies & Materials 51	1,028	727	376	400	1,000	Other Operating Expenditures
10	51	31		Public Relations 51	2,232	1,999	2,957	2,100	2,100	Other Operating Expenditures
10	69	16	2	Regular Salary 69	160,597	157,056	161,859	165,946	171031	Regular Wages
10	69	16	4	Part-time Wages 69		18,504	4,779	320		Part-time Wages
10	69	16	5	Overtime Pay 69	1,006	1,200	110	1,300	1300	Overtime Wages
10	69	16	7	Special Pay 69	2,566	2,529	2,548	2,498	2626	Other Wages
10	69	18	4	Unemployment Insurance 69	360	366	345	331	337	Unemployment Insurance
10	69	18	6	Meditax 69	2,600	2,651	2,500	2,406	2445	MediTax
10	69	19	1	Life Insurance Premiums 69	726	1,826	1,843	2,055	1310	Health/Life/Dental Insurance
10	69	19	2	Paid PERS-Employee69	11,879	5,796	8,432	12,833	12727	Retirement
10	69	19	3	Paid PERS Employer 69	20,416	18,664	17,710	16,562	17012	Retirement
10	69	19	4	Wellness 69	24,874	25,241	26,558	27,527	32201	Health/Life/Dental Insurance
10	69	30	3	Printing & Advertising 69		160		400	400	Other Operating Expenditures
10	69	30	5	Dues & Subscriptions 69	155	155	170	200	200	Other Operating Expenditures
10	69	30	6	Meetings & Travel 69			5	100	100	Other Operating Expenditures
10	69	30	8	Supplies & Materials 69	1,194	1,277	2,160	1,400	1,400	Other Operating Expenditures
10	70	41		Kiosk	19	(123)	58		(123)	Minor Capital
10	70	41	2	Office Furniture Workstation 70			287			Minor Capital
10	70	41	4	Office Furniture			287			Minor Capital
10	70	41	6	General Capital Assets			51,358			Minor Capital
10	70	41	7	Computer Hardware	12,796	1,236	13,750	15,000	15,123	Minor Capital
10	72	21	1	Personnel Services	11,615	10,195	13,904	38,000	8,000	Non-Operating Expenditures
10	72	21	6	Zone Code Update				20,000	10,000	Contract Services
10	72	21	7	WM Program Implementation	6,396	7,279	7,279	7,500	25,000	Contract Services
10	78	51	1	City Hall Debt	65,682	24,715	54,332	85,157	85,157	Debt Service
10	78	52	2	Swimming Pool Debt	1,626	1,626	1,626	1,626	1,626	Debt Service
10	78	53	3	Lot #3 Debt	23,310	23,310	23,310	23,310	23,310	Debt Service
10	78	54	4	El Carro Park Debt 10	3,695	3,695	3,695	3,695	3,695	Debt Service
10	90	22	9	To Park Development 10						Transfers (Out)
10	90	23	9	To Park Maintenance 10					12,692	Transfers (Out)
10	90	25	9	To Gas Tax 10	86,100	89,551	89,143	91,040	112,031	Transfers (Out)
10	90	27	9	To Measure A 10	40,084	40,084	40,084	40,084	103,368	Transfers (Out)
10	90	33	9	To ROW 10					31,731	Transfers (Out)
10	90	38	9	To PBIA 10				16,744		Transfers (Out)
10	90	48	9	To Recreation Services 10						Transfers (Out)
10	91	22	9	Subsidies Received / (Provided)		(18,563)	(35,126)			Subsidies Received / (Provided
10	91	23	9	Subsidies Received / (Provided)		(113,122)	(186,936)			Subsidies Received / (Provided
10	91	33	9	Subsidies Received / (Provided)		(88,327)	(137,817)			Subsidies Received / (Provided
10	91	48	9	Subsidies Received / (Provided)		(120,281)	(138,076)			Subsidies Received / (Provided
10	89	99		Changes in Reserves	1,103,242	4,126,070	(116,110)	(107,957)	(107,957)	

TRAFFIC SAFETY FUND

FUND	DEPT	OBJ	SUB	DESCRIPTION	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15	Type
11	11	10	1	INTEREST INCOME 11	111	287	(34)	98		Interest
11	11	13	5	CA VEHICLE CODE FINES	30,896	17,016	20,558	20,000	20,000	Fines & Forfeitures
11	11	13	6	POLICE FEES & CHARGES 11	194	724	157	500	1,100	Charges for Services
11	21	21	4	SB County Sheriff 11	49,080		25,797	16,914	15,639	Contract Services
11	22	16	4	Part-time Wages 22 (Fund 11)	5,802	5,540	5,649	5,372	5372	Part-time Wages
11	22	18	4	Unemployment Insurance 22 (11)	12	11	11	11	11	Unemployment Insurance
11	22	18	6	Meditax					78	MediTax

TRAFFIC SAFETY FUND

FUND	DEPT	OBJ	SUB	DESCRIPTION	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15	Type
11	11	10	1	INTEREST INCOME 11	111	287	(34)	98		Interest
11	11	13	5	CA VEHICLE CODE FINES	30,896	17,016	20,558	20,000	20,000	Fines & Forfeitures
11	11	13	6	POLICE FEES & CHARGES 11	194	724	157	500	1,100	Charges for Services
11	21	21	4	SB County Sheriff 11	49,080		25,797	16,914	15,639	Contract Services
11	22	16	4	Part-time Wages 22 (Fund 11)	5,802	5,540	5,649	5,372	5372	Part-time Wages
11	22	18	4	Unemployment Insurance 22 (11)	12	11	11	11	11	Unemployment Insurance
11	22	18	6	Meditax					78	MediTax

CITY OF CARPINTERIA
Proposed 2014-15 Budget
REVOLVING FUND

The Revolving Fund is used to account for most grants from public or private sources which have been awarded to the City for specific purposes. Exceptions are grants received for park or swimming pool purposes which are accounted for in the corresponding fund.

Friday 05/30 10:04 PM

	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
Taxes										
Total Taxes	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Intergov Grants	792,676	100.0%	100,939	100.0%	106,813	100.0%	1,920,248	100.0%	1,525,826	100.0%
TOTAL REVENUE	**$792,676**	**100.0%**	**$100,939**	**100.0%**	**$106,813**	**100.0%**	**$1,920,248**	**100.0%**	**$1,525,826**	**100.0%**
Total Wages	0		0		0		0		0	
Total Benefits	0		0		0		0		0	
TOTAL WAGES & BENEFITS	0		0		0		0		0	
WAGES & BENEFITS										
Other Operating Exp.							10,400	0.6%	5,000	0.3%
Major Capital	699,675	99.8%			201,813	100.0%	1,792,700	99.4%	1,439,827	99.7%
Minor Capital	1,274	0.2%								
TOTAL EXPENDITURES	**$700,949**	**100.0%**	**$0**		**$201,813**	**100.0%**	**$1,803,100**	**100.0%**	**$1,444,827**	**100.0%**
NET INCOME / (LOSS)	**$91,727**		**$100,939**		**($95,000)**		**$117,148**		**$80,999**	
Transfers In					95,000					
Transfers (Out)	(91,727)		(100,939)				(117,148)		(80,999)	
NET TRANSFERS	**(91,727)**		**(100,939)**		**95,000**		**(117,148)**		**(80,999)**	
Operational Excess / (Deficit)					**(0)**					
CHANGE IN AVAILABLE FUND BALAN					**(0)**					
Beginning Fund Balance							(0)		(0)	
ENDING AVAILABLE FUND BALANCE					**($0)**		**($0)**		**($0)**	

REVOLVING FUND

FUND	DEPT	OBJ	SUB	DESCRIPTION	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15	Type
20	20	20		TOMOL IPA LWCF	138,044					Subventions / Intergovernmer
20	20	20	2	FHWA HBR GRANT			52,031	1,187,700	1,000,000	Subventions / Intergovernmer
20	20	20	3	CREF GRANT	93,001					Subventions / Intergovernmer
20	20	20	4	ARRA PROJECTS	561,631					Subventions / Intergovernmer
20	20	20	5	WASTE OIL GRANT				5,400		Subventions / Intergovernmer
20	20	20	7	IRRIGATION WATER WELL				70,000		Subventions / Intergovernmer
20	20	21	1	DOJ GRANT		100,939		117,148	80,999	Subventions / Intergovernmer
20	20	26	9	FROM LOCAL TRANSPORTATION FUNI			95,000			Transfers In
20	20	27	1	MEASURE A GRANT 1			15,078	105,000	105,000	Subventions / Intergovernmer
20	20	27	2	MEASURE A GRANT 2			9,548	150,000		Subventions / Intergovernmer
20	20	27	3	MEASURE A GRANT 3			12,446	90,000		Subventions / Intergovernmer
20	20	27	4	MEASURE A GRANT 4			17,166	20,000		Subventions / Intergovernmer
20	20	27	5	PUBLIC WORKS GRANTS					334,827	Subventions / Intergovernmer
20	20	43	2	BEVERAGE CONTAINER GRANT				5,000	5,000	Subventions / Intergovernmer
20	20	43	7	CARPINTERIA RINCON TRAIL INCOME			545	170,000		Subventions / Intergovernmer
20	37	30	2	Beverage Container Expense				5,000	5,000	Other Operating Expenditures
20	37	30	3	Carpinteria Rincon Trail			545	170,000		Major Capital
20	37	30	7	Waste Oil Collection 37				5,400		Other Operating Expenditures
20	70	41	6	CLEEP Grant Expense	1,274					Minor Capital
20	79	27	1	Measure A Grant 1			14,903	105,000	105,000	Major Capital
20	79	27	2	Measure A Grant 2			16,933	150,000		Major Capital
20	79	27	3	Measure A Grant 3			5,061	90,000		Major Capital
20	79	27	4	Measure A Grant 4			17,341	20,000		Major Capital
20	79	27	5	Public Works Grants					334,827	Major Capital
20	79	30	5	Tomol IPA LWCF	138,044		95,000			Major Capital
20	79	61	4	FHWA HBR 20			52,031	1,187,700	1,000,000	Major Capital
20	79	61	6	Irrigation Water Well				70,000		Major Capital
20	79	62	7	ARRA Projects	561,631					Major Capital
20	90	10	9	To General 20	82,207	100,939		117,148	80999	Transfers (Out)
20	90	25	9	To Gas Tax 20	9,520					Transfers (Out)

CITY OF CARPINTERIA
Proposed 2014-15 Budget
REPLACEMENT FUND

The Replacement Fund was created by the City Council to establish a funding source for purchase of replacement equipment. Revenues for this fund are derived from interest earnings, annual "depreciation-type" Monies appropriated in the operating budget and a share of fees collected.

Friday 05/30 09:06 PM

	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
Taxes										
Total Taxes	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Interest	642	100.0%	390	99.7%	(8)	-0.2%	179	15.2%		
Charges for Services			1	0.3%	5,124	100.2%	1,000	84.8%	1,000	100.0%
TOTAL REVENUE	$642	100.0%	$391	100.0%	$5,116	100.0%	$1,179	100.0%	$1,000	100.0%
Total Wages	0		0		0		0		0	
Total Benefits	0		0		0		0		0	
TOTAL WAGES & BENEFITS	0		0		0		0		0	
WAGES & BENEFITS										
Minor Capital			13,862	100.0%	16,485	100.0%			8,456	100.0%
TOTAL EXPENDITURES	$0		$13,862	100.0%	$16,485	100.0%	$0		$8,456	100.0%
NET INCOME / (LOSS)	$642		($13,471)		($11,369)		$1,179		($7,456)	
NET TRANSFERS	0		0		0		0		0	
Subsidies Received / (Provided)									0	
Operational Excess / (Deficit)	642		(13,471)		(11,369)		1,179		(7,456)	
CHANGE IN AVAILABLE FUND BALAN	642		(13,471)		(11,369)		1,179		(7,456)	
Beginning Fund Balance	30,475		31,117		17,646		6,277		7,456	
ENDING AVAILABLE FUND BALANCE	$31,117		$17,646		$6,277		$7,456			

REPLACEMENT FUND

FUND	DEPT	OBJ	SUB	DESCRIPTION	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15	Type
21	21	10	1	INTEREST INCOME 21	642	390	(8)	179		Interest
21	21	21	6	SALE OF PROPERTY		1	5,124	1,000	1,000	Charges for Services
21	70	41	7	Computer Hardware 21		13,862	16,485		8,456	Minor Capital

CITY OF CARPINTERIA
Proposed 2014-15 Budget
PARK DEVELOPMENT FUND

This fund was created for the purpose of accounting for the City's "New Construction Tax" which is charged on all new development. The tax rate is currently 500.00 per residential unit or 0.045 per square foot for new industrial or commercial buildings. Monies from this fund may be used only for development, improvement or major maintenance of city parks and purchase of major equipment items for maintenance of city parks.

Friday 05/30 08:43 PM

	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
Taxes										
Other Taxes	12	100.0%	16,586	100.0%	23	99.9%	3,000	99.6%	3,000	100.0%
Total Taxes	**12**	**100.0%**	**16,586**	**100.0%**	**23**	**99.9%**	**3,000**	**99.6%**	**3,000**	**100.0%**
Interest					0	0.1%	13	0.4%		
TOTAL REVENUE	**$12**	**100.0%**	**$16,586**	**100.0%**	**$23**	**100.0%**	**$3,013**	**100.0%**	**$3,000**	**100.0%**
Total Wages	**0**		**0**		**0**		**0**		**0**	
Total Benefits	**0**		**0**		**0**		**0**		**0**	
TOTAL WAGES & BENEFITS	**0**		**0**		**0**		**0**		**0**	
WAGES & BENEFITS										
Debt Service	35,149	100.0%	35,149	100.0%	35,149	100.0%	35,149	100.0%	35,149	100.0%
TOTAL EXPENDITURES	**$35,149**	**100.0%**	**$35,149**	**100.0%**	**$35,149**	**100.0%**	**$35,149**	**100.0%**	**$35,149**	**100.0%**
NET INCOME / (LOSS)	**($35,137)**		**($18,563)**		**($35,126)**		**($32,136)**		**($32,149)**	
NET TRANSFERS	**0**		**0**		**0**		**0**		**0**	
Subsidies Received / (Provided)	35,137		18,563						32,149	
ENDING AVAILABLE FUND BALANCE										

PARK DEVELOPMENT FUND

FUND	DEPT	OBJ	SUB	DESCRIPTION	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15	Type
22	22	10	1	INTEREST INCOME 22			0	13		Interest
22	22	10	9	FROM GENERAL 22						Transfers In
22	22	22	5	NEW CONSTRUCTION TAX	12	16,586	23	3,000	3,000	Other Taxes
22	78	54	4	El Carro Park Debt 22	35,149	35,149	35,149	35,149	35,149	Debt Service
22	91	10	9	Subsidies Received / (Provided)	35,137	18,563	35,126			Subsidies Received / (Provided

CITY OF CARPINTERIA
Proposed 2014-15 Budget
PARK MAINTENANCE FUND

This fund was established in the 1997-98 fiscal year. The revenues from this fund are collected based upon authority of a public vote held on June 3, 1997 whereby over two-thirds of the voters approved a special tax to be levied . Expenditures from this fund are for parks maintenance needs including equipment replacement, water, grounds keeping and other enhancements.

Friday 05/30 09:16 PM

	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
Taxes										
Other Taxes	149,076	85.7%	149,651	62.0%	156,888	90.1%	153,000	69.0%	153,024	62.5%
Total Taxes	**149,076**	**85.7%**	**149,651**	**62.0%**	**156,888**	**90.1%**	**153,000**	**69.0%**	**153,024**	**62.5%**
Interest	47	0.0%	116	0.0%	(174)	-0.1%	151	0.1%		
Charges for Services	22,146	12.7%	51,073	21.2%	17,438	10.0%	43,000	19.4%	45,000	18.4%
Assessments									19,641	8.0%
Intergov Grants			40,000	16.6%			25,000	11.3%	26,500	10.8%
Miscellaneous	2,627	1.5%	550	0.2%	42	0.0%	500	0.2%	500	0.2%
TOTAL REVENUE	**$173,896**	**100.0%**	**$241,390**	**100.0%**	**$174,194**	**100.0%**	**$221,651**	**100.0%**	**$244,665**	**100.0%**
Regular Wages	$47,465	10.2%	$46,781	14.5%	$48,706	16.3%	$50,139	14.8%	$50,640	15.0%
Overtime Wages	1,502	0.3%	1,994	0.6%	2,062	0.7%	4,000	1.2%	4,000	1.2%
Total Wages	**48,967**	**10.5%**	**48,775**	**15.1%**	**50,768**	**17.0%**	**54,139**	**16.0%**	**54,640**	16.1%
Health/Life/Dental Insurance	17,925	3.8%	18,776	5.8%	19,424	6.5%	18,738	5.5%	19,220	5.7%
Retirement	9,689	2.1%	7,265	2.2%	8,229	2.7%	8,703	2.6%	8,805	2.6%
Unemployment Insurance									106	0.0%
MediTax	710	0.2%	720	0.2%	736	0.2%	738	0.2%	765	0.2%
Other Benefits	1,044	0.2%	1,078	0.3%	712	0.2%	1,079	0.3%	1,079	0.3%
Total Benefits	**29,368**	**6.3%**	**27,839**	**8.6%**	**29,101**	**9.7%**	**29,258**	**8.6%**	**29,975**	**8.9%**
TOTAL WAGES & BENEFITS	**78,335**	**16.8%**	**76,614**	**23.7%**	**79,869**	**26.7%**	**83,397**	**24.6%**	**84,615**	**25.0%**
WAGES & BENEFITS										
Contract Services	210,857	45.1%	144,330	44.7%	126,494	42.3%	164,255	48.5%	156,785	46.3%
Utilities	85,635	18.3%	82,752	25.6%	70,160	23.4%	68,681	20.3%	72,012	21.3%
Other Operating Exp.	22,193	4.8%	19,225	6.0%	22,270	7.4%	22,000	6.5%	23,000	6.8%
Major Capital	70,000	15.0%			509	0.2%	500	0.1%	2,000	0.6%
TOTAL EXPENDITURES	**$467,020**	**100.0%**	**$322,921**	**100.0%**	**$299,302**	**100.0%**	**$338,833**	**100.0%**	**$338,412**	**100.0%**
NET INCOME / (LOSS)	**($293,124)**		**($81,531)**		**($125,108)**		**($117,182)**		**($93,747)**	
Transfers In	25,838		26,191		25,908		26,926		59,615	
Transfers (Out)	(107,036)		(86,443)		(87,736)		(74,684)		(72,956)	
NET TRANSFERS	**(81,198)**		**(60,252)**		**(61,828)**		**(47,758)**		**(13,341)**	
Subsidies Received / (Provided)	374,322		141,783		186,936		164,940		107,088	
					(0)		**0**			
					(0)		**0**			
Beginning Fund Balance							(0)			
ENDING AVAILABLE FUND BALANCE					**($0)**					

PARK MAINTENANCE FUND

FUND	DEPT	OBJ	SUB	DESCRIPTION	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15	Type
23	23	10	1	INTEREST INCOME 23	47	116	(174)	151		Interest
23	23	10	2	PARK RENTAL 23	(37,404)	34,733	45,985	15,000	16,000	Charges for Services
23	23	10	3	STATE DAY USE PARKING	59,550	16,340	(28,547)	28,000	29,000	Charges for Services
23	23	10	9	FROM GENERAL 23					12692	Transfers In
23	23	16	6	DONATIONS 23	2,627	550	42	500	500	Miscellaneous
23	23	23	1	BLUFFS ENDOWMENT		40,000		25,000	26,500	Subventions / Intergovernmer
23	23	28	9	FROM TIDELANDS 23	10,000	10,000	10,000	10,000	30000	Transfers In
23	23	29	9	FROM STREET LIGHTING 23	15,838	16,191	15,908	16,926	16923	Transfers In
23	23	33	5	PARK MAINTENANCE TAX 23	149,076	149,651	156,888	153,000	153,024	Other Taxes
23	61	16	2	Regular Salary 61	47,465	46,781	48,706	50,139	50640	Regular Wages
23	61	16	5	Overtime Pay 61	1,502	1,994	2,062	4,000	4000	Overtime Wages
23	61	18	4	Unemployment Insurance 61					106	Unemployment Insurance
23	61	18	6	Meditax 61	710	720	736	738	765	MediTax
23	61	19	1	Life Insurance Premiums 61	242	682	687	763	536	Health/Life/Dental Insurance
23	61	19	2	Paid PERS-Employee 61	3,564	1,757	2,537	3,800	3768	Retirement
23	61	19	3	Paid PERS-employer 61	6,125	5,508	5,692	4,903	5037	Retirement
23	61	19	4	Wellness 61	17,683	18,094	18,737	17,975	18684	Health/Life/Dental Insurance
23	61	19	7	Indiv Equip Reimbursement 61	203	261	280	350	350	Other Benefits
23	61	19	8	Uniform Rental 61	841	817	432	729	729	Other Benefits
23	61	22	1	Miscellaneous Contracts	69,161	39,396	37,568	53,000	55,000	Contract Services
23	61	22	2	Equip/Vehicle Maintenance			70	6,255	255	Contract Services
23	61	22	5	Park Maintenance 61	108,404	76,273	88,856	80,000	60,000	Contract Services
23	61	30	6	Bluffs Park Expense	19,742	16,930	19,119	19,000	20,000	Other Operating Expenditures
23	61	30	7	Vehicle Oper/Maintenance 23	2,451	2,295	3,151	3,000	3,000	Other Operating Expenditures
23	61	31	2	Utility - Water 23	78,738	75,720	62,251	60,000	65,000	Utilities
23	61	31	3	Utility - Electric 23	5,761	5,895	5,920	6,000	5,800	Utilities
23	61	31	7	Utility - Sewer 23	1,136	1,137	1,989	2,681	1,212	Utilities
23	79	61	1	Irrigation Water Well	70,000		509	500	2,000	Major Capital
23	90	10	9	To General 23	70,935	70,523	72,588	58,031	57071	Transfers (Out)
23	90	25	9	To Gas Tax 23	20,597	8,080	7,521	8,355	7952	Transfers (Out)
23	90	33	9	To ROW 23	15,504	7,840	7,627	8,298	7933	Transfers (Out)
23	23	28	2	BERM ASSESSMENT					19,641	Assessments
23	61	22	5	Marsh/Bluffs Maintenance	33,292	28,661		25,000	20,000	Contract Services
23	62	22		Contract Services (Berm Permit)					1,530	Contract Services
23	62	22	1	Beach Dune Maintenance					20,000	Contract Services
23	91	10	9	Subsidies Received / (Provided)	374,322	141,783	186,936			Subsidies Received / (Provided

CITY OF CARPINTERIA
Proposed 2014-15 Budget
GAS TAX FUND

This fund is used to account for State Gas Tax Funds received as the City's share of the state-wide tax on gasoline and other motor vehicle fuels. Interest earnings are also included as revenue along with a special state allocation of 3,000.00 per year for engineering services. Gas Tax Funds may only be used for construction, reconstruction and maintenance of public streets . drains and other right of way expenses.including labor costs.

Friday 05/30 08:54 PM

Taxes	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
Total Taxes	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Interest	1,854	0.6%	2,594	0.6%	(421)	-0.1%	1,446	0.3%		
Intergov Grants	316,006	99.4%	404,321	99.4%	344,748	100.1%	416,568	99.7%	349,481	100.0%
TOTAL REVENUE	$317,860	100.0%	$406,915	100.0%	$344,327	100.0%	$418,014	100.0%	$349,481	100.0%
Regular Wages	$111,678	28.2%	$115,346	27.0%	$131,657	26.8%	$124,289	26.0%	$178,388	37.8%
Part-time Wages	8,358	2.1%								
Overtime Wages	1,353	0.3%	2,667	0.6%	2,378	0.5%	1,100	0.2%	2,000	0.4%
Other Wages	2,280	0.6%	1,703	0.4%	1,821	0.4%	1,990	0.4%	1,900	0.4%
Total Wages	123,669	31.3%	119,716	28.0%	135,856	27.7%	127,379	26.7%	182,288	38.6%
Health/Life/Dental Insurance	50,690	12.8%	53,755	12.6%	60,142	12.3%	52,105	10.9%	56,739	12.0%
Retirement	31,257	7.9%	25,930	6.1%	27,395	5.6%	21,120	4.4%	31,019	6.6%
Unemployment Insurance	261	0.1%	251	0.1%	269	0.1%	346	0.1%	351	0.1%
MediTax	1,897	0.5%	1,823	0.4%	1,963	0.4%	1,941	0.4%	2,547	0.5%
Other Benefits	2,030	0.5%	2,347	0.5%	1,691	0.3%	2,158	0.5%	2,158	0.5%
Total Benefits	86,135	21.8%	84,106	19.7%	91,461	18.6%	77,670	16.3%	92,814	19.6%
TOTAL WAGES & BENEFITS	209,804	53.1%	203,822	47.7%	227,317	46.3%	205,049	42.9%	275,102	58.2%
WAGES & BENEFITS										
Contract Services	115,291	29.2%	177,734	41.6%	215,318	43.9%	203,098	42.5%	129,783	27.5%
Other Operating Exp.	47,043	11.9%	45,596	10.7%	48,056	9.8%	46,500	9.7%	45,500	9.6%
Major Capital	21,019	5.3%	27	0.0%			20,000	4.2%	20,000	4.2%
Minor Capital	2,215	0.6%					3,000	0.6%	2,000	0.4%
TOTAL EXPENDITURES	$395,372	100.0%	$427,179	100.0%	$490,691	100.0%	$477,647	100.0%	$472,385	100.0%
NET INCOME / (LOSS)	($77,512)		($20,264)		($146,364)		($59,633)		($122,904)	
Transfers In	173,523		164,692		162,650		172,135		215,625	
Transfers (Out)	(128,488)		(125,617)		(121,377)		(154,735)		(127,014)	
NET TRANSFERS	45,035		39,075		41,273		17,400		88,611	
Subsidies Received / (Provided)	374,322		141,783							
Operational Excess / (Deficit)	341,845		160,594		(105,091)		(42,233)		(34,293)	
CHANGE IN AVAILABLE FUND BALAN	341,845		160,594		(105,091)		(42,233)		(34,293)	
Beginning Fund Balance	202,212		27,952		188,546		83,455		41,223	
ENDING AVAILABLE FUND BALANCE	$27,952		$188,546		$83,455		$41,223		$6,930	

GAS TAX FUND

FUND	DEPT	OBJ	SUB	DESCRIPTION	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15	Type
25	14	22	8	Gas Tax Audit/Street Report	1,249	1,539	1,283	1,300	1,283	Contract Services
25	25	10	1	INTEREST INCOME 25	1,854	2,594	(421)	1,446		Interest
25	25	10	9	FROM GENERAL 25	86,100	89,551	89,143	91,040	112031	Transfers In
25	25	16	4	MISCELLANEOUS INCOME 25			17,505	706		Subventions / Intergovernmer
25	25	20	9	FROM REVOLVING 25	9,520					Transfers In
25	25	23	9	FROM PARK MAINTENANCE 25	20,597	8,080	7,521	8,355	7952	Transfers In
25	25	25	4	TRAFFIC CONGESTION RELIEF				196,571	143,450	Subventions / Intergovernmer
25	25	25	5	SECTION 2106 FUNDS	44,373	39,166	43,128	59,536	56,104	Subventions / Intergovernmer
25	25	25	6	SECTION 2107 FUNDS	106,401	91,322	103,414	86,426	81,003	Subventions / Intergovernmer
25	25	25	7	SECTION 2107.5 FUNDS		3,000	3,000	3,000	3,000	Subventions / Intergovernmer
25	25	25	8	SECTION 2126/2105 FUNDS	165,232	270,833	177,701	70,329	65,924	Subventions / Intergovernmer
25	25	26	9	FROM LOCAL TRANSPORTATION 25	356					Transfers In
25	25	27	9	FROM MEASURE A 25	4,660	8,564	8,685	12,877	9285	Transfers In
25	25	29	9	FROM STREET LIGHTING 25	5,998	11,776	11,941	17,706	12767	Transfers In
25	25	33	9	FROM ROW 25	46,292	46,721	45,360	42,157	48229	Transfers In
25	25	39	9	FROM AB939 25					25361	Transfers In
25	31	16	2	Regular Salary 31	111,678	115,346	131,657	124,289	178388	Regular Wages
25	31	16	4	Part-time Wages 31	8,358					Part-time Wages
25	31	16	5	Overtime Pay 31	1,353	2,667	2,378	1,100	2000	Overtime Wages
25	31	16	7	Special Pay 31	2,280	1,703	1,821	1,990	1900	Other Wages
25	31	18	4	Unemployment Insurance 31	261	251	269	346	351	Unemployment Insurance
25	31	18	6	Meditax 31	1,897	1,823	1,963	1,941	2547	MediTax
25	31	19	1	Life Insurance Premiums 31	1,008	1,901	2,045	2,362	1572	Health/Life/Dental Insurance
25	31	19	2	Paid PERS-Employee31	11,497	7,101	8,869	8,994	13275	Retirement
25	31	19	3	Paid PERS-Employer 31	19,760	18,829	18,527	12,126	17744	Retirement
25	31	19	4	Wellness 31	49,682	51,854	58,097	49,743	55167	Health/Life/Dental Insurance
25	31	19	7	Indiv Equip Reimbursement 31	348	811	828	700	700	Other Benefits
25	31	19	8	Uniform Rental 31	1,682	1,536	863	1,458	1458	Other Benefits
25	31	22		Street Maintenance 31	19,176	6,086	3,615	10,000	10,000	Contract Services
25	31	22	1	Miscellaneous Contracts 31		54				Contract Services
25	31	22	3	Drainage Maintenance	2,050	1,788	1,263	2,000	3,500	Contract Services
25	31	22	4	Street Drainage Improvements	611	6,576	980	10,000	10,000	Contract Services
25	31	22	5	Thermoplast/Striping	16,565	32,517	25,717	49,798	50,000	Contract Services
25	31	22	7	Street Sweeping	39,823	39,823	39,823	35,000	35,000	Contract Services
25	31	30	1	Telephone 31	2,311	2,530	2,142	2,000	2,000	Other Operating Expenditures
25	31	30	4	Radio Maintenance/Repair 31	629			2,000	2,000	Other Operating Expenditures
25	31	30	5	Dues & Subscriptions 31		105	288	500	500	Other Operating Exp.
25	31	30	6	Meetings & Travel 31		225				Other Operating Expenditures
25	31	30	7	Vehicle Oper & Maintenance 31	15,901	15,971	12,848	15,000	15,000	Other Operating Expenditures
25	31	30	8	Supplies & Materials 31	28,202	25,554	30,903	25,000	25,000	Other Operating Expenditures
25	31	31	1	Rents & Leases 31		1,211	1,876	2,000	1,000	Other Operating Expenditures
25	36	22	6	Engineering Retainer	35,817	89,351	142,637	95,000	20,000	Contract Services
25	70	41	5	Public Works Vehicles	1,500			1,000		Minor Capital
25	70	41	8	Miscellaneous Equipment 25	715			2,000	2,000	Minor Capital
25	79	61	6	Curb Gutter and Sidewalk Improvements	21,019	27		20,000	20,000	Major Capital
25	90	10	9	To General 25	50,466	31,542	29,850	55,161	39754	Transfers (Out)
25	90	33	9	To ROW 25	78,022	94,075	91,527	99,574	87260	Transfers (Out)

CITY OF CARPINTERIA
Proposed 2014-15 Budget
LOCAL TRANSPORTATION FUND

This fund is used to account for the City's share of the State Sales Tax on motor vehicle fuels. Revenues from this source must be used for maintenance of bikeways and are administered by the Santa Barbara County Association of Governments.

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	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
Taxes										
Total Taxes	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Interest	2,132	19.7%	1,670	15.6%	354	4.0%	1,233	10.5%	315	2.9%
Intergov Grants	8,665	80.3%	9,028	84.4%	8,503	96.0%	10,456	89.5%	10,456	97.1%
TOTAL REVENUE	$10,797	100.0%	$10,698	100.0%	$8,856	100.0%	$11,689	100.0%	$10,771	100.0%
Total Wages	0		0		0		0		0	
Total Benefits	0		0		0		0		0	
TOTAL WAGES & BENEFITS	0		0		0		0		0	
WAGES & BENEFITS										
Other Operating Exp.			5	100.0%						
Major Capital					500	100.0%	10,000	100.0%	10,000	100.0%
TOTAL EXPENDITURES	$0		$5	100.0%	$500	100.0%	$10,000	100.0%	$10,000	100.0%
NET INCOME / (LOSS)	$10,797		$10,693		$8,356		$1,689		$771	
Transfers (Out)	(3,429)		(186)		(95,357)		(544)		(563)	
NET TRANSFERS	(3,429)		(186)		(95,357)		(544)		(563)	
Operational Excess / (Deficit)	7,368		10,507		(87,001)		1,145		208	
CHANGE IN AVAILABLE FUND BALAN	7,368		10,507		(87,001)		1,145		208	
Beginning Fund Balance	99,601		106,969		117,476		30,475		31,620	
ENDING AVAILABLE FUND BALANCE	$106,969		$117,476		$30,475		$31,620		$31,828	

LOCAL TRANSPORTATION FUND

FUND	DEPT	OBJ	SUB	DESCRIPTION	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15	Type
26	26	10	1	INTEREST INCOME 26	2,132	1,670	354	1,233	315	Interest
26	26	26	5	BKWY, ART3, SEC 99234	8,665	9,028	8,503	10,456	10,456	Subventions / Intergovernmer
26	31	30	8	Supplies & Materials 26		5				Other Operating Expenditures
26	79	61	1	Bikeway Improvements			500	10,000	10,000	Major Capital
26	90	10	9	To General 26	3,073	186	357	544	563	Transfers (Out)
26	90	20	9	To Revolving Fund			95,000			Transfers (Out)
26	90	25	9	To Gas Tax 26	356					Transfers (Out)

CITY OF CARPINTERIA
Proposed 2014-15 Budget
MEASURE A FUND

fuel which was approved by the voters of the County. The program is administered by the Santa Barbara County Association of Governments. Funds under this program must be used for local transit, street and right-of-way maintenance and improvements and street related capital improvements pursuant to the City-adopted Five Year Program of Projects which is updated and

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	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
Taxes										
Total Taxes	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Interest	5,051	0.8%	6,368	0.8%	7,274	1.1%	11,280	1.5%	9,039	1.2%
Intergov Grants	595,117	99.2%	800,358	99.2%	648,772	98.9%	720,000	98.5%	720,000	98.8%
TOTAL REVENUE	**$600,168**	**100.0%**	**$806,726**	**100.0%**	**$656,046**	**100.0%**	**$731,280**	**100.0%**	**$729,039**	**100.0%**
Total Wages	0		0		0		0		0	
Total Benefits	0		0		0		0		0	
TOTAL WAGES & BENEFITS	0		0		0		0		0	
WAGES & BENEFITS										
Contract Services	68,054	52.4%	105,891	72.7%	185,448	27.2%	108,301	17.5%	307,500	20.1%
Other Operating Exp.	1,500	1.2%	1,500	1.0%	1,500	0.2%	1,500	0.2%	2,500	0.2%
Major Capital	35,427	27.3%	8,745	6.0%	208,024	30.5%	485,000	78.3%	1,150,675	75.2%
Minor Capital	25,000	19.2%	29,571	20.3%	287,950	42.2%	25,000	4.0%	70,000	4.6%
TOTAL EXPENDITURES	**$129,981**	**100.0%**	**$145,707**	**100.0%**	**$682,922**	**100.0%**	**$619,801**	**100.0%**	**$1,530,675**	**100.0%**
NET INCOME / (LOSS)	**$470,187**		**$661,019**		**($26,875)**		**$111,479**		**($801,636)**	
Transfers In	40,084		40,084		40,084		40,084		103,368	
Transfers (Out)	(71,973)		(66,415)		(63,205)		(148,734)		(144,338)	
NET TRANSFERS	**(31,889)**		**(26,331)**		**(23,121)**		**(108,650)**		**(40,970)**	
Operational Excess / (Deficit)	**438,298**		**634,688**		**(49,996)**		**2,829**		**(842,606)**	
CHANGE IN AVAILABLE FUND BALAN	**438,298**		**634,688**		**(49,996)**		**2,829**		**(842,606)**	
Beginning Fund Balance			438,298		1,072,986		1,022,990		1,025,819	
ENDING AVAILABLE FUND BALANCE	**$438,298**		**$1,072,986**		**$1,022,990**		**$1,025,819**		**$183,213**	

MEASURE A FUND

FUND	DEPT	OBJ	SUB	DESCRIPTION	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15	Type
27	27	10	1	INTEREST INCOME 27	5,051	6,368	7,274	11,280	9,039	Interest
27	27	10	9	FROM GENERAL 27	40,084	40,084	40,084	40,084	103368	Transfers In
27	27	27	1	MEASURE A REVENUES	595,117	800,358	648,772	720,000	720,000	Subventions / Intergovemmer
27	30	30	1	Asset Management Systems	1,500	1,500	1,500	1,500	2,500	Other Operating Expenditures
27	32	22		Public Tree Maintenance 27	39,321	79,189	148,606	60,000	135,000	Contract Services
27	34	22	1	Easy Lift/CART 27	17,000	12,000	12,000	12,500	12,500	Contract Services
27	34	22	2	Help of Carpinteria 27		5,000	5,000	5,000	5,000	Contract Services
27	34	22	3	Civil Engineering Retainer					50,000	Contract Services
27	34	22	4	Traffic Engineering Retainer					85,000	Contract Services
27	70	41	2	SR2S Education Program		4,000	4,000	5,000	5,000	Contract Services
27	70	41	3	Pedestrian Bridge Maintenance					20,000	Minor Capital
27	70	41	4	Capital Maintenance		29,571	287,950	25,000	50,000	Minor Capital
27	70	41	5	Public Works Vehicles 27	25,000					Minor Capital
27	72	22	1	Pavement Management System 27	11,733	5,702	15,843	25,801	15,000	Contract Services
27	79	61	1	Misc. Concrete Repairs 27	19,845	4,988	20,788	10,000	35,000	Major Capital
27	79	61	2	Pavement Rehabilitation					600,000	Major Capital
27	79	61	3	Bikepath Maintenance 27			94		5,000	Major Capital
27	79	61	8	Storm Water Projects	15,582		9,164	25,000	10,000	Major Capital
27	79	61	9	Safe Routes to School 79		248	83	130,000	10,000	Major Capital
27	79	62	1	Beach Area Drainage 27		3,509	54,761	70,000	135,000	Major Capital
27	79	62	2	Thermoplast Storm Drain Signs			475		500	Major Capital
27	79	62	3	Ped Facilities Improvements 27			122,659	250,000	355,175	Major Capital
27	90	10	9	To General 27	60,060	57,851	54,520	127,559	135053	Transfers (Out)
27	90	25	9	To Gas Tax 27	4,660	8,564	8,685	12,877	9285	Transfers (Out)
27	90	33	9	To ROW 27	7,253			8,298		Transfers (Out)

CITY OF CARPINTERIA
Proposed 2014-15 Budget
TIDELANDS TRUST FUND

were granted in trust to the City by the State. In addition to interest earnings, revenues are also derived from annual lease payments from oil company off-shore pipelines and the pier as well as a share of state royalty payments which are authorized to public agencies maintaining public recreational beaches fronting a producing oil field. These monies may only be used for

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	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
Taxes										
Total Taxes	**0**	**0.0%**	**0**	**0.0%**	**0**	**0.0%**	**0**	**0.0%**	**0**	**0.0%**
Interest	3,529	0.9%	3,043	0.7%	496	0.1%	1,807	0.5%	2,020	0.7%
Charges for Services	341,559	89.2%	387,098	90.9%	386,408	92.1%	347,076	92.7%	271,471	99.3%
Assessments	19,246	5.0%	20,488	4.8%	19,406	4.6%	20,500	5.5%		
Miscellaneous	18,774	4.9%	15,317	3.6%	13,115	3.1%	5,000	1.3%		
TOTAL REVENUE	**$383,108**	**100.0%**	**$425,946**	**100.0%**	**$419,424**	**100.0%**	**$374,383**	**100.0%**	**$273,491**	**100.0%**
Part-time Wages	124,532	50.0%	99,070	46.6%	106,642	50.0%	116,000	56.5%	65,000	38.1%
Overtime Wages	5,636	2.3%	3,664	1.7%	4,292	2.0%	2,200	1.1%	1,000	0.6%
Total Wages	**130,168**	**52.3%**	**102,734**	**48.3%**	**110,934**	**52.0%**	**118,200**	**57.6%**	**66,000**	**38.7%**
Unemployment Insurance	4,486	1.8%	2,956	1.4%	222	0.1%	229	0.1%	132	0.1%
MediTax	1,887	0.8%	1,467	0.7%	1,609	0.8%	1,754	0.9%	957	0.6%
Total Benefits	**6,373**	**2.6%**	**4,423**	**2.1%**	**1,830**	**0.9%**	**1,983**	**1.0%**	**1,089**	**0.6%**
TOTAL WAGES & BENEFITS	**136,541**	**54.8%**	**107,157**	**50.4%**	**112,765**	**52.8%**	**120,183**	**58.6%**	**67,089**	**39.4%**
WAGES & BENEFITS										
Contract Services	51,913	20.9%	51,312	24.1%	48,123	22.5%	21,530	10.5%		
Utilities	861	0.3%	966	0.5%	466	0.2%	1,020	0.5%	1,100	0.6%
Other Operating Exp.	46,210	18.6%	49,436	23.3%	51,117	23.9%	55,000	26.8%	32,250	18.9%
Major Capital					485	0.2%	1,000	0.5%	65,000	38.1%
Minor Capital	13,420	5.4%	3,667	1.7%	532	0.2%	6,500	3.2%	5,000	2.9%
TOTAL EXPENDITURES	**$248,945**	**100.0%**	**$212,538**	**100.0%**	**$213,488**	**100.0%**	**$205,233**	**100.0%**	**$170,439**	**100.0%**
NET INCOME / (LOSS)	**$134,163**		**$213,408**		**$205,936**		**$169,150**		**$103,052**	
Transfers (Out)	(120,307)		(128,853)		(128,684)		(136,088)		(165,954)	
NET TRANSFERS	**(120,307)**		**(128,853)**		**(128,684)**		**(136,088)**		**(165,954)**	
Operational Excess / (Deficit)	**13,856**		**84,555**		**77,252**		**33,062**		**(62,902)**	
Decrease / (Increase) in Reserves	(27,858)									
CHANGE IN AVAILABLE FUND BALAN	**(14,002)**		**84,555**		**77,252**		**33,062**		**(62,902)**	
Beginning Fund Balance	80,429		66,427		150,982		228,234		261,296	
ENDING AVAILABLE FUND BALANCE	**$66,427**		**$150,982**		**$228,234**		**$261,296**		**$198,394**	

TIDELANDS TRUST FUND

FUND	DEPT	OBJ	SUB	DESCRIPTION	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15	Type
28	28	10	1	INTEREST INCOME 28	3,529	3,043	496	1,807	2,020	Interest
28	28	16	4	MISCELLANEOUS INCOME 28	11,398	11,327	13,015	5,000		Miscellaneous
28	28	16	6	DONATIONS 28	7,376	3,990	100			Miscellaneous
28	28	28	2	BERM ASSESSMENT	19,246	20,488	19,406	20,500		Assessments
28	28	28	5	RENTS & LEASES 28	254,448	263,848	269,693	255,000	271,471	Charges for Services
28	28	28	6	OCEAN ADVENTURE CAMP TUITION	350	920	185	76		Charges for Services
28	28	28	1	JR LIFEGUARD FEES	54,716	72,788	70,372	45,000		Charges for Services
28	28	28	3	BEACH CONCESSION REVENUE	19,255	25,472	21,880	25,000		Charges for Services
28	28	28	4	OCEAN RECREATION CLASS TUITION	7,740	11,139	10,361	10,000		Charges for Services
28	28	28	7	KAYAK REVENUE	5,050	12,931	13,918	12,000		Charges for Services
28	62	22		Contract Services (Berm Permit)	2,522	9,626	29,873	1,530		Contract Services
28	62	22	1	Beach Dune Maintenance	16,099	13,025	18,250	20,000		Contract Services
28	62	30	1	Telephone 62	5,197	5,065	4,447	4,500	4,500	Other Operating Expenditures
28	62	30	3	Printing & Advertising 62	1,832	613	1,656	2,000	2,000	Other Operating Expenditures
28	62	30	5	Dues & Subscriptions 62	7,650	9,550	9,000	9,000	9,500	Other Operating Expenditures
28	62	30	6	Meetings & Travel 62			72	250	250	Other Operating Expenditures
28	62	30	8	Supplies & Materials 62	9,437	8,633	14,705	16,000	14,000	Other Operating Expenditures
28	62	31	2	Kayak Program Misc. Exp		865		750	500	Other Operating Expenditures
28	62	31	5	Utility - Sewer	861	966	466	1,020	1,100	Utilities
28	62	32		Pre-employment Physicals	905	811	1,605	1,000	1,500	Other Operating Expenditures
28	62	32	9	Jr Lifeguard Expenses	13,654	11,505	14,352	12,000		Other Operating Expenditures
28	62	16	4	Part-time Wages 62	120,105	88,317	92,704	105,000	65000	Part-time Wages
28	62	16	5	Overtime Pay 62	5,636	3,650	4,280	2,200	1000	Overtime Wages
28	62	18	4	Unemployment Insurance 62	4,477	2,934	194	207	132	Unemployment Insurance
28	62	18	6	Meditax 62	1,823	1,311	1,406	1,598	957	MediTax
28	64	16	4	Part-time Wages 64	4,427	10,753	13,938	11,000		Part-time Wages
28	64	16	5	Overtime Pay 64		14	12			Overtime Wages
28	64	18	4	Unemployment Insurance 64	9	22	28	22		Unemployment Insurance
28	64	18	6	Meditax 64	64	156	202	156		MediTax
28	64	30	2	Purchases for Inventory	5,481	8,861	2,934	8,000		Other Operating Expenditures
28	64	30	4	Cash (Over)/Short 28	16	314				Other Operating Expenditures
28	64	30	8	Supplies & Materials 64	2,038	3,219	2,346	1,500		Other Operating Expenditures
28	70	41		Beach Wheelchair ADA	4,977			2,500	5,000	Minor Capital
28	70	41	5	Sailing Equipment Grant - 28	8,443	3,667	532	4,000		Minor Capital
28	79	41	8	Lifeguard Tower			485	1,000	65,000	Major Capital
28	90	10	9	To General 28	60,317	68,863	68,694	76,098	75954	Transfers (Out)
28	90	23	9	To Park Maintenance 28	10,000	10,000	10,000	10,000	30000	Transfers (Out)
28	90	48	9	To Recreation Services 28	49,990	49,990	49,990	49,990	60000	Transfers (Out)

CITY OF CARPINTERIA
Proposed 2014-15 Budget
STREET LIGHTING FUND

Council and is included within the City's overall budget for convenience. District revenues are derived from the district's share of the advalorem tax pursuant to Proposition 13 in addition to interest earnings and state assistance. Moneys from this fund may be expended on street lighting, parking lot lighting and other public lighting operations, maintenance and capital

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	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
Taxes										
Property Taxes	$263,776	92.9%	$263,802	94.7%	$277,334	96.5%	$272,778	96.3%	$278,192	96.7%
Total Taxes	263,776	92.9%	263,802	94.7%	277,334	96.5%	272,778	96.3%	278,192	96.7%
Interest	17,054	6.0%	11,329	4.1%	4,497	1.6%	8,204	2.9%	7,446	2.6%
Fines & Forfeitures	1,120	0.4%	1,517	0.5%	3,786	1.3%	1,030	0.4%	1,030	0.4%
Intergov Grants	1,840	0.6%	1,785	0.6%	1,785	0.6%	1,133	0.4%	1,133	0.4%
TOTAL REVENUE	$283,790	100.0%	$278,433	100.0%	$287,402	100.0%	$283,145	100.0%	$287,801	100.0%
Total Wages	0		0		0		0		0	
Total Benefits	0		0		0		0		0	
TOTAL WAGES & BENEFITS	0		0		0		0		0	
WAGES & BENEFITS										
Contract Services	62,194	23.6%	15,482	12.2%	8,899	7.6%	126,648	52.0%	120,000	49.8%
Utilities	105,190	39.9%	97,069	76.8%	107,477	92.4%	113,500	46.6%	108,500	45.0%
Other Operating Exp.	1,488	0.6%	2,738	2.2%			1,000	0.4%	10,000	4.1%
Major Capital	94,858	36.0%	11,106	8.8%			2,500	1.0%	2,500	1.0%
TOTAL EXPENDITURES	$263,730	100.0%	$126,395	100.0%	$116,375	100.0%	$243,648	100.0%	$241,000	100.0%
NET INCOME / (LOSS)	$20,060		$152,038		$171,027		$39,497		$46,801	
Transfers (Out)	(61,980)		(67,026)		(65,795)		(128,426)		(111,615)	
NET TRANSFERS	(61,980)		(67,026)		(65,795)		(128,426)		(111,615)	
Operational Excess / (Deficit)	(41,920)		85,012		105,232		(88,929)		(64,814)	
CHANGE IN AVAILABLE FUND BALAN	(41,920)		85,012		105,232		(88,929)		(64,814)	
Beginning Fund Balance	811,575		769,655		854,667		959,899		870,970	
ENDING AVAILABLE FUND BALANCE	$769,655		$854,667		$959,899		$870,970		$806,156	

STREET LIGHTING FUND

FUND	DEPT	OBJ	SUB	DESCRIPTION	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15	Type
29	23	21		Traffic Signals	50,771	863	7,469	66,648	60,000	Contract Services
29	23	22		Street Lighting	105,212	97,073	107,477	110,000	105,000	Utilities
29	23	22	5	Public Right of Way Lighting	11,423	14,619	1,429	60,000	60,000	Contract Services
29	23	30	8	Supplies & Materials 23	1,488	2,738		1,000	10,000	Other Operating Expenditures
29	23	31	3	Parking Lot Lighting	(22)	(4)		3,500	3,500	Utilities
29	29	10	1	INTEREST INCOME 29	17,054	11,329	4,497	8,204	7,446	Interest
29	29	29	3	PROPERTY TAX SUPPLEMENT	3,893	2,660	4,178	9,873	10,068	Property Taxes
29	29	29	4	INTEREST/PENALTIES	1,120	1,517	3,786	1,030	1,030	Fines & Forfeitures
29	29	29	5	PROPERTY TAX SECURED	248,083	249,300	260,294	251,607	256,602	Property Taxes
29	29	29	6	PROPERTY TAX UNSECURED	11,800	11,842	12,862	11,298	11,522	Property Taxes
29	29	29	7	HOMEOWNERS EXEMPTION 29	1,840	1,785	1,785	1,133	1,133	Subventions / Intergovernmer
29	79	61		Public Pkg Lot / Bikeway Lights	94,858	11,106		2,500	2,500	Major Capital
29	90	10	9	To General 29	40,144	39,059	37,946	93,794	81925	Transfers (Out)
29	90	23	9	To Park Maintenance 29	15,838	16,191	15,908	16,926	16923	Transfers (Out)
29	90	25	9	To Gas Tax 29	5,998	11,776	11,941	17,706	12767	Transfers (Out)

CITY OF CARPINTERIA
Proposed 2014-15 Budget
TRUST & AGENCY FUND

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	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
Taxes										
Total Taxes	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Intergov Grants	181,863	100.0%	8,368	100.0%	16,364	100.0%	1,006,858	100.0%	228,501	100.0%
TOTAL REVENUE	**$181,863**	**100.0%**	**$8,368**	**100.0%**	**$16,364**	**100.0%**	**$1,006,858**	**100.0%**	**$228,501**	**100.0%**
Total Wages	0		0		0		0		0	
Total Benefits	0		0		0		0		0	
TOTAL WAGES & BENEFITS	0		0		0		0		0	
WAGES & BENEFITS										
Major Capital	28,220	100.0%			16,364	100.0%	967,792	100.0%	215,000	100.0%
TOTAL EXPENDITURES	**$28,220**	**100.0%**	**$0**		**$16,364**	**100.0%**	**$967,792**	**100.0%**	**$215,000**	**100.0%**
NET INCOME / (LOSS)	**$153,643**		**$8,368**				**$39,066**		**$13,501**	
Transfers (Out)	(153,643)		(8,368)				(39,066)		(13,501)	
NET TRANSFERS	**(153,643)**		**(8,368)**		0		**(39,066)**		**(13,501)**	
Operational Excess / (Deficit)					0					
CHANGE IN AVAILABLE FUND BALAN					0					
Beginning Fund Balance							0		0	
ENDING AVAILABLE FUND BALANCE					**$0**		**$0**		**$0**	

STREET LIGHTING FUND

FUND	DEPT	OBJ	SUB	DESCRIPTION	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15	Type
29	23	21		Traffic Signals	50,771	863	7,469	66,648	60,000	Contract Services
29	23	22		Street Lighting	105,212	97,073	107,477	110,000	105,000	Utilities
29	23	22	5	Public Right of Way Lighting	11,423	14,619	1,429	60,000	60,000	Contract Services
29	23	30	8	Supplies & Materials 23	1,488	2,738		1,000	10,000	Other Operating Expenditures
29	23	31	3	Parking Lot Lighting	(22)	(4)		3,500	3,500	Utilities
29	29	10	1	INTEREST INCOME 29	17,054	11,329	4,497	8,204	7,446	Interest
29	29	29	3	PROPERTY TAX SUPPLEMENT	3,893	2,660	4,178	9,873	10,068	Property Taxes
29	29	29	4	INTEREST/PENALTIES	1,120	1,517	3,786	1,030	1,030	Fines & Forfeitures
29	29	29	5	PROPERTY TAX SECURED	248,083	249,300	260,294	251,607	256,602	Property Taxes
29	29	29	6	PROPERTY TAX UNSECURED	11,800	11,842	12,862	11,298	11,522	Property Taxes
29	29	29	7	HOMEOWNERS EXEMPTION 29	1,840	1,785	1,785	1,133	1,133	Subventions / Intergovernmer
29	79	61		Public Pkg Lot / Bikeway Lights	94,858	11,106		2,500	2,500	Major Capital
29	90	10	9	To General 29	40,144	39,059	37,946	93,794	81925	Transfers (Out)
29	90	23	9	To Park Maintenance 29	15,838	16,191	15,908	16,926	16923	Transfers (Out)
29	90	25	9	To Gas Tax 29	5,998	11,776	11,941	17,706	12767	Transfers (Out)

CITY OF CARPINTERIA
Proposed 2014-15 Budget
R-O-W ASSESSMENT DISTRICT FUND

This fund provides the accounting for the special right-of-way assessment placed on all eligible properties throughout the City. Revenues for this fund are the individual assessments plus interest earned. Expenditures from this fund must be used only for repairs and improvements to curbs, gutters, sidewalks and other right-of-way improvements plus operation and maintenance of the City's street tree program.

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	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
Taxes										
Total Taxes	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Interest	4	0.0%			(721)	-0.4%				
Charges for Services					60	0.0%				
Assessments	195,946	91.5%	194,952	98.8%	201,797	99.3%	221,909	99.4%	192,800	99.4%
Fines & Forfeitures	621	0.3%	356	0.2%	68	0.0%	900	0.4%	600	0.3%
Miscellaneous	17,585	8.2%	2,070	1.0%	2,000	1.0%	500	0.2%	500	0.3%
TOTAL REVENUE	$214,156	100.0%	$197,378	100.0%	$203,204	100.0%	$223,309	100.0%	$193,900	100.0%
Regular Wages	$132,043	36.8%	$132,939	39.9%	$141,661	37.4%	$145,109	36.2%	$101,669	33.0%
Overtime Wages	6,330	1.8%	4,176	1.3%	2,949	0.8%	4,000	1.0%	2,000	0.7%
Total Wages	138,373	38.6%	137,115	41.1%	144,610	38.2%	149,109	37.2%	103,669	33.7%
Health/Life/Dental Insurance	32,053	8.9%	33,426	10.0%	32,560	8.6%	27,833	6.9%	33,501	10.9%
Retirement	18,860	5.3%	12,944	3.9%	15,436	4.1%	26,757	6.7%	17,679	5.7%
Unemployment Insurance	282	0.1%	279	0.1%	289	0.1%	314	0.1%	200	0.1%
MediTax	2,047	0.6%	2,025	0.6%	2,103	0.6%	2,271	0.6%	1,449	0.5%
Other Benefits	2,360	0.7%	2,032	0.6%	1,465	0.4%	2,158	0.5%	2,158	0.7%
Total Benefits	55,602	15.5%	50,706	15.2%	51,854	13.7%	59,333	14.8%	54,987	17.9%
TOTAL WAGES & BENEFITS	193,975	54.0%	187,821	56.3%	196,464	51.9%	208,442	52.0%	158,656	51.6%
WAGES & BENEFITS										
Contract Services	102,546	28.6%	83,074	24.9%	121,572	32.1%	139,000	34.7%	99,500	32.3%
Utilities	26,444	7.4%	23,956	7.2%	27,419	7.2%	23,528	5.9%	24,500	8.0%
Other Operating Exp.	35,859	10.0%	36,770	11.0%	32,877	8.7%	30,000	7.5%	25,000	8.1%
Major Capital	120	0.0%	1,915	0.6%						
TOTAL EXPENDITURES	$358,944	100.0%	$333,536	100.0%	$378,331	100.0%	$400,970	100.0%	$307,656	100.0%
NET INCOME / (LOSS)	($144,788)		($136,158)		($175,127)		($177,661)		($113,756)	
Transfers In	100,779		101,915		99,154		116,170		134,857	
Transfers (Out)	(66,828)		(54,084)		(61,844)		(60,644)		(65,060)	
NET TRANSFERS	33,951		47,831		37,310		55,526		69,797	
Subsidies Received / (Provided)	110,837		88,327		137,817		122,135		43,959	
ENDING AVAILABLE FUND BALANCE										

R-O-W ASSESSMENT DISTRICT FUND

FUND	DEPT	OBJ	SUB	DESCRIPTION	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15	Type
33	23	22		Parking Lot Landscape	6,402	5,069	5,069	15,000		Contract Services
33	32	16	2	Regular Salary 32	132,043	132,939	141,661	145,109	101669	Regular Wages
33	32	16	5	Overtime Pay 32	6,330	4,176	2,949	4,000	2000	Overtime Wages
33	32	18	4	Unemployment Insurance 32	282	279	289	314	200	Unemployment Insurance
33	32	18	6	Meditax 32	2,047	2,025	2,103	2,271	1449	MediTax
33	32	19	1	Life Insurance Premiums 32	484	849	848	957	536	Health/Life/Dental Insurance
33	32	19	2	Paid PERS-Employee32	6,937	2,133	4,804	11,763	7566	Retirement
33	32	19	3	Paid PERS Employer 32	11,923	10,811	10,633	14,993	10113	Retirement
33	32	19	4	Wellness 32	31,569	32,577	31,712	26,876	32965	Health/Life/Dental Insurance
33	32	19	7	Indiv Equip Reimbursement 32	678	398	602	700	700	Other Benefits
33	32	19	8	Uniform Rental 32	1,682	1,634	864	1,458	1458	Other Benefits
33	32	21	1	Curb, Gutter, Sidewalk	120	1,915				Major Capital
33	32	22		Public Tree Maintenance	19,008	4,021	7,779	45,000	25,000	Contract Services
33	32	22	1	Miscellaneous Contracts 32	16,116	16,589	35,783	20,000	17,500	Contract Services
33	32	22	2	Equip/Vehicle Maintenance 32	279					Contract Services
33	32	22	3	Chemical Treatment	8,853	10,895	7,559	2,500	2,000	Contract Services
33	32	22	4	Graffiti Removal	283	1,100	2,637	4,000	3,000	Contract Services
33	32	22	5	ROW Maintenance 32	51,581	45,400	62,529	50,000	50,000	Contract Services
33	32	30	7	Vehicle Oper & Maintenance 32	19,522	15,371	10,524	12,500	10,000	Other Operating Expenditures
33	32	30	8	Supplies & Materials 32	16,337	21,399	22,352	17,500	15,000	Other Operating Expenditures
33	32	31	2	Utility - Water 32	17,358	18,240	21,001	14,000	15,000	Utilities
33	32	31	3	Utility - Electric 32	7,609	4,298	5,658	7,750	7,750	Utilities
33	33	10	1	INTEREST INCOME 33	4		(721)			Interest
33	33	10	2	PARK RENTAL			60			Charges for Services
33	33	10	9	FROM GENERAL 33					31731	Transfers In
33	33	16	4	MISCELLANEOUS 33	17,585	2,070		500	500	Miscellaneous
33	33	16	6	DONATIONS 33			2,000			Miscellaneous
33	33	23	9	FROM PARK MAINTENANCE 33	15,504	7,840	7,627	8,298	7933	Transfers In
33	33	25	9	FROM GAS TAX 33	78,022	94,075	91,527	99,574	87260	Transfers In
33	33	27	9	FROM MEASURE A 33	7,253			8,298		Transfers In
33	33	33	4	ROW PENALTIES	621	356	68	900	600	Fines & Forfeitures
33	33	33	5	ROW #3 - CURRENT YEAR	195,946	194,952	201,797	221,909	192,800	Assessments
33	33	39	9	FROM AB939 33					7,933	Transfers In
33	61	22	2	Miscellaneous Equipment	24		215	2,500	2,000	Contract Services
33	61	31	7	Utility - Sewer 61	1,477	1,418	760	1,778	1,750	Utilities
33	90	10	9	To General 33	20,536	7,363	16,484	18,487	16831	Transfers (Out)
33	90	25	9	To Gas Tax 33	46,292	46,721	45,360	42,157	48229	Transfers (Out)
33	91	10	9	Subsidies Received / (Provided)	110,837	88,327	137,817			Subsidies Received / (Provided

CITY OF CARPINTERIA
Proposed 2014-15 Budget
PARKING AND BUSINESS IMPROVEMENT AREA FUND

This fund was established to account for funds collected and expended pursuant to the California Parking and Business Improvement Area Law of 1989. Businesses are assessed for business improvement and promotion activities. Certain businesses are assessed an additional amount to assist in payment of annual obligations to finance the construction of these parking lots.

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	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
Taxes										
Total Taxes	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Interest	516	1.9%	501	1.8%	58	0.2%	384	1.3%	204	0.7%
Assessments	26,224	98.1%	27,328	98.2%	25,190	99.8%	29,754	98.7%	28,936	99.3%
TOTAL REVENUE	$26,740	100.0%	$27,829	100.0%	$25,248	100.0%	$30,138	100.0%	$29,140	100.0%
Total Wages	0		0		0		0		0	
Total Benefits	0		0		0		0		0	
TOTAL WAGES & BENEFITS	0		0		0		0		0	
WAGES & BENEFITS										
Contract Services	8,684	33.5%	9,432	35.4%	11,622	40.3%	12,700	42.4%	10,726	38.3%
Debt Service	17,249	66.5%	17,249	64.6%	17,249	59.7%	17,249	57.6%	17,249	61.7%
TOTAL EXPENDITURES	$25,933	100.0%	$26,681	100.0%	$28,871	100.0%	$29,949	100.0%	$27,975	100.0%
NET INCOME / (LOSS)	$807		$1,148		($3,623)		$189		$1,165	
Transfers In							16,744			
NET TRANSFERS	0		0		0		16,744		0	
Operational Excess / (Deficit)	807		1,148		(3,623)		16,933		1,165	
CHANGE IN AVAILABLE FUND BALAN	807		1,148		(3,623)		16,933		1,165	
Beginning Fund Balance	18,346		19,153		20,301		16,678		33,611	
ENDING AVAILABLE FUND BALANCE	$19,153		$20,301		$16,678		$33,611		$34,776	

PARKING AND BUSINESS IMPROVEMENT AREA FUND

FUND	DEPT	OBJ	SUB	DESCRIPTION	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15	Type
38	38	10	1	INTEREST INCOME 38	516	501	58	384	204	Interest
38	38	10	9	FROM GENERAL 38				16,744		Transfers In
38	38	38	5	GEN'L BUSINESS ASSESSMENT	11,800	13,232	12,081	13,935	13,500	Assessments
38	38	38	7	PARKING LOT #3 ASSESSMENT	14,424	14,096	13,109	15,819	15,436	Assessments
38	45	22	2	Marketing/Project Carpinteria	901	8,498	8,807	12,000	8,300	Contract Services
38	45	22	8	Downtown T Promotions	7,783	934	2,816	700	2,426	Contract Services
38	78	53	3	Lot #3 Debt 38	17,249	17,249	17,249	17,249	17,249	Debt Service

CITY OF CARPINTERIA
Proposed 2014-15 Budget
AB 939 FUND

This fund was created to account for fees paid by the solid waste collection franchisee for implementation of the City's integrated solid waste management program. The authority for the collection of such fees is the Integrated Waste Management Act of 1989 (State Assembly Bill 939). In addition to the general administration of the City's solid waste program, funds are also used to finance special hazardous waste collection day.

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	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
Taxes										
Total Taxes	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Interest	5,651	6.9%	4,467	2.8%	1,764	1.5%	2,627	1.5%	2,268	1.2%
Charges for Services	75,921	93.1%	156,782	97.2%	119,155	98.5%	176,000	98.5%	180,857	98.8%
TOTAL REVENUE	$81,572	100.0%	$161,249	100.0%	$120,919	100.0%	$178,627	100.0%	$183,125	100.0%
Total Wages	0		0		0		0		0	
Total Benefits	0		0		0		0		0	
TOTAL WAGES & BENEFITS	0		0		0		0		0	
WAGES & BENEFITS										
Contract Services	33,920	99.6%	66,099	100.0%	40,316	96.7%	43,500	69.6%	41,000	73.2%
Other Operating Exp.	135	0.4%	5	0.0%	1,386	3.3%	19,000	30.4%	15,000	26.8%
TOTAL EXPENDITURES	$34,055	100.0%	$66,104	100.0%	$41,701	100.0%	$62,500	100.0%	$56,000	100.0%
NET INCOME / (LOSS)	$47,517		$95,145		$79,218		$116,127		$127,125	
Transfers (Out)	(39,275)		(95,506)		(72,856)		(97,078)		(142,977)	
NET TRANSFERS	(39,275)		(95,506)		(72,856)		(97,078)		(142,977)	
Operational Excess / (Deficit)	8,242		(361)		6,362		19,049		(15,852)	
CHANGE IN AVAILABLE FUND BALAN	8,242		(361)		6,362		19,049		(15,852)	
Beginning Fund Balance	250,995		259,237		258,876		265,238		284,287	
ENDING AVAILABLE FUND BALANCE	$259,237		$258,876		$265,238		$284,287		$268,435	

AB 939 FUND

FUND	DEPT	OBJ	SUB	DESCRIPTION	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15	Type
39	37	22	1	Solid Waste	11,793	43,819	18,496	15,000	15,000	Contract Services
39	37	22	3	HHW Collection 37	20,945	17,315	20,234	25,000	22,500	Contract Services
39	37	22	4	ABOP Collection	1,182	4,965	1,586	3,500	3,500	Contract Services
39	37	30	2	Environmental Services				15,000	10,000	Other Operating Expenditures
39	37	30	8	Supplies & Materails 37	135	5	1,386	4,000	5,000	Other Operating Expenditures
39	39	10	1	INTEREST INCOME	5,651	4,467	1,764	2,627	2,268	Interest
39	39	15	5	AB 939 REVENUE	75,921	156,782	119,155	176,000	180,857	Charges for Services
39	90	10	9	To General 39	39,275	95,506	72,856	97,078	109683	Transfers (Out)
39	90	25	9	To Gas Tax 39					25361	Transfers (Out)
39	90	33	9	To ROW 39					7933	Transfers (Out)

fuel which was approved by the voters of the County. The program is administered by the Santa Barbara County Association of Governments. Funds under this program must be used for local transit, street and right-of-way maintenance and improvements and street related capital improvements pursuant to the City-adopted Five Year Program of Projects which is updated and

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	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
Taxes										
Total Taxes	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Interest	26,183	100.0%	17,172	100.0%	4,169	100.0%	11,371	100.0%	8,954	100.0%
TOTAL REVENUE	$26,183	100.0%	$17,172	100.0%	$4,169	100.0%	$11,371	100.0%	$8,954	100.0%
Total Wages	0		0		0		0		0	
Total Benefits	0		0		0		0		0	
TOTAL WAGES & BENEFITS	0		0		0		0		0	
WAGES & BENEFITS										
Major Capital	221,835	100.0%	122,179	100.0%	55,673	100.0%	520,000	100.0%	520,000	91.2%
Minor Capital									50,000	8.8%
TOTAL EXPENDITURES	$221,835	100.0%	$122,179	100.0%	$55,673	100.0%	$520,000	100.0%	$570,000	100.0%
NET INCOME / (LOSS)	($195,652)		($105,007)		($51,504)		($508,629)		($561,046)	
NET TRANSFERS	0		0		0		0		0	
Operational Excess / (Deficit)	(195,652)		(105,007)		(51,504)		(508,629)		(561,046)	
CHANGE IN AVAILABLE FUND BALAN	(195,652)		(105,007)		(51,504)		(508,629)		(561,046)	
Beginning Fund Balance	1,422,945		1,227,293		1,122,286		1,070,782		562,153	
ENDING AVAILABLE FUND BALANCE	$1,227,293		$1,122,286		$1,070,782		$562,153		$1,107	

MEASURE D FUND

FUND	DEPT	OBJ	SUB	DESCRIPTION	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15	Type
41	41	10	1	INTEREST INCOME 41	26,183	17,172	4,169	11,371	8,954	Interest
41	79	61	2	Ninth Street Ped. Bridge		82	681	195,000	195,000	Major Capital
41	79	61	3	Bikepath Maintenance					50,000	Minor Capital
41	79	61	5	ARRA Projects 41	221,092	350				Major Capital
41	79	61	9	Street Maintenance 79	(180)	116,690	53,836	125,000	125,000	Major Capital
41	79	62	1	Beach Area Drainage	923	5,057	1,156	200,000	200,000	Major Capital

CITY OF CARPINTERIA
Proposed 2014-15 Budget
RECREATION SERVICES FUND

This fund was established in the 1996-97 fiscal year. The Community Pool, the City's recreational programming, the revenues and expenses of the Veteran's Memorial Building are all included in this fund. Revenues into this fund include user fees from the various programming as well as a general fund subsidy. Expenses are all associated with facilities and programming incorporated in this fund.

Friday 05/30 09:30 PM

	ACTUAL 11		ACTUAL 12		ACTUAL 13		FINAL 14		PROPOSED 15	
Taxes										
Total Taxes	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Interest					(286)	-0.1%				
Charges for Services	319,588	100.0%	314,020	100.0%	333,753	99.4%	322,550	100.0%	446,950	99.8%
Miscellaneous					2,392	0.7%			1,000	0.2%
TOTAL REVENUE	$319,588	100.0%	$314,020	100.0%	$335,859	100.0%	$322,550	100.0%	$447,950	100.0%
Regular Wages	$50,552	12.6%	$52,846	12.3%	$57,519	12.1%	$54,875	13.0%	$100,205	18.0%
Part-time Wages	119,519	29.7%	127,481	29.6%	149,448	31.5%	103,000	24.4%	145,000	26.1%
Overtime Wages	567	0.1%	2,070	0.5%	1,513	0.3%	4,600	1.1%	2,100	0.4%
Total Wages	170,638	42.4%	182,397	42.3%	208,480	43.9%	162,475	38.5%	247,305	44.5%
Health/Life/Dental Insurance	7,552	1.9%	7,855	1.8%	8,052	1.7%	7,800	1.8%	15,836	2.9%
Retirement	10,168	2.5%	7,921	1.8%	8,057	1.7%	9,348	2.2%	14,015	2.5%
Unemployment Insurance	513	0.1%	697	0.2%	539	0.1%	393	0.1%	487	0.1%
MediTax	2,466	0.6%	2,685	0.6%	3,024	0.6%	3,072	0.7%	3,532	0.6%
Total Benefits	20,699	5.1%	19,158	4.4%	19,672	4.1%	20,613	4.9%	33,870	6.1%
TOTAL WAGES & BENEFITS	191,337	47.5%	201,555	46.8%	228,152	48.1%	183,088	43.4%	281,175	50.6%
WAGES & BENEFITS										
Contract Services	20,707	5.1%	30,674	7.1%	17,397	3.7%	27,900	6.6%	26,550	4.8%
Utilities	48,816	12.1%	45,146	10.5%	49,639	10.5%	52,300	12.4%	49,300	8.9%
Other Operating Exp.	126,401	31.4%	138,143	32.1%	163,821	34.5%	142,950	33.9%	183,077	33.0%
Debt Service	15,466	3.8%	15,466	3.6%	15,466	3.3%	15,466	3.7%	15,466	2.8%
TOTAL EXPENDITURES	$402,727	100.0%	$430,984	100.0%	$474,474	100.0%	$421,704	100.0%	$555,568	100.0%
NET INCOME / (LOSS)	($83,139)		($116,964)		($138,616)		($99,154)		($107,618)	
Transfers In	49,990		49,990		49,990		49,990		60,000	
Transfers (Out)	(67,849)		(53,307)		(53,129)		(52,312)		(51,806)	
NET TRANSFERS	(17,859)		(3,317)		(3,139)		(2,322)		8,194	
Subsidies Received / (Provided)	100,998		123,960		138,076		101,475		99,424	
Operational Excess / (Deficit)			3,679		(3,679)		(0)			
CHANGE IN AVAILABLE FUND BALAN			3,679		(3,679)		(0)			
Beginning Fund Balance					3,679		0		(0)	
ENDING AVAILABLE FUND BALANCE			$3,679		$0		($0)		($0)	

RECREATION SERVICES FUND

FUND	DEPT	OBJ	SUB	DESCRIPTION	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15	Type
48	48	28	1	JR LIFEGUARD FEES					65,000	Charges for Services
48	48	28	3	BEACH CONCESSION REVENUE					42,000	Charges for Services
48	48	28	4	OCEAN RECREATION CLASS TUITION					10,000	Charges for Services
48	48	28	7	KAYAK REVENUE						Charges for Services
48	62	16	4	Part-time Wages 62						Part-time Wages
48	62	16	5	Overtime Pay 62						Overtime Wages
48	62	18	4	Unemployment Insurance 62						Unemployment Insurance
48	62	18	6	Meditax 62						MediTax
48	62	30	1	Telephone 62					4,500	Other Operating Expenditures
48	62	30	3	Printing & Advertising 62					2,000	Other Operating Expenditures
48	62	30	5	Dues & Subscriptions 62					9,550	Other Operating Expenditures
48	62	30	8	Supplies & Materials 62					14,000	Other Operating Expenditures
48	62	31	2	Kayak Program Misc. Exp					500	Other Operating Expenditures
48	62	31	5	Utility - Sewer					1,100	Utilities
48	62	32		Pre-employment Physicals					1,000	Other Operating Expenditures
48	62	32	9	Jr Lifeguard Expenses					15,000	Other Operating Expenditures
48	48	10	1	INTEREST INCOME 48			(286)			Interest
48	48	10	9	FROM GENERAL 48						Transfers In
48	48	16	6	DONATIONS 48			2,392		1,000	Miscellaneous
48	48	16	8	TRIATHLON REVENUE	103,456	100,635	97,021	83,000	85,000	Charges for Services
48	48	18	2	SOFTBALL REVENUE	4,600	7,135	5,090	6,500	6,500	Charges for Services
48	48	18	3	YOGA CLASSES	105	(40)		165		Charges for Services
48	48	18	7	JAZZERCISE 48	6,805	4,415	5,994	5,500	5,000	Charges for Services
48	48	18	8	PARK SPECIAL EVENTS REVENUE	2,255	1,810	1,498	1,017	1,500	Charges for Services
48	48	28	9	FROM TIDELANDS 48	49,990	49,990	49,990	49,990	60000	Transfers In
48	48	35	2	VETS HALL RENTALS	31,145	34,591	28,570	34,000	35,000	Charges for Services
48	48	35	3	SEASIDE RENTAL	7,000					Charges for Services
48	48	40		AQUA CAMP REVENUES	224	(20,613)	79	45		Charges for Services
48	48	40	1	LEARN TO SWIM TUITIONS	33,037	36,899	30,638	32,000	34,000	Charges for Services
48	48	40	5	SAFETY CLASS TUITIONS	1,015	755	1,045	2,000	1,000	Charges for Services
48	48	40	6	PUNCH CARD SALES	31,945	37,616	42,667	38,000	42,000	Charges for Services
48	48	40	7	AEROBICS PROGRAM	1,841	1,775	1,071	3,000	2,500	Charges for Services
48	48	40	8	FAMILY/CORPORATE PASS 48	9,125	8,300	8,300	8,100	7,600	Charges for Services
48	48	41		ADULT DAY PASS SALES	8,989	9,505	9,614	9,500	9,500	Charges for Services
48	48	41	1	SENIOR DAY PASS SALES	621	471	828	800	700	Charges for Services
48	48	41	2	SEASON PASS SALES	6,325	12,987	12,612	12,000	12,000	Charges for Services
48	48	41	3	SWIM TEAM TUITIONS	27,841	42,309	45,455	42,000	44,000	Charges for Services
48	48	41	4	ENDURANCE/MASTERS	3,362	2,089	1,964	1,800	1,800	Charges for Services
48	48	41	6	GROUP FEE	470	1,410	754	2,500	2,500	Charges for Services
48	48	41	7	CONCESSIONS-TAXABLE	5,835	5,415	4,746	5,000	4,600	Charges for Services
48	48	41	8	LOCKER RENTALS	935	1,857	1,809	1,500	1,500	Charges for Services
48	48	42	2	CHILD DAY PASS SALES	3,395	3,100	4,105	3,000	3,250	Charges for Services
48	48	42	4	TENNIS TUITIONS	1,185	1,558	452	623	500	Charges for Services
48	48	42	5	CONCESSION, NON-TAXABLE	938	2,710	4,526	4,500	4,500	Charges for Services
48	48	42	6	POOL SPECIAL EVENTS REVENUE	27,139	17,331	24,915	26,000	25,000	Charges for Services
48	63	30		Triathlon Expense	56,502	52,810	61,066	53,000	55,000	Other Operating Expenditures
48	63	30	2	Softball League Expenses	3,696	2,256	3,006	3,000	3,000	Other Operating Expenditures
48	63	30	8	Special Events Expenses	3,121	5,086	7,420	3,000	3,000	Other Operating Expenditures
48	64	16	4	Part-time Wages 64					22000	Part-time Wages
48	64	16	5	Overtime Pay 64					100	Overtime Wages
48	64	18	4	Unemployment Insurance 64					44	Unemployment Insurance
48	64	18	6	Meditax 64					320	MediTax
48	64	30	2	Purchases for Inventory					8,000	Other Operating Expenditures
48	64	30	8	Supplies & Materials 64					1,000	Other Operating Expenditures
48	65	16	4	Part-time Wages 65	14,736	14,590	14,722	18,000	18000	Part-time Wages
48	65	18	4	Unemployment Insurance 65	30	29	29	36	36	Unemployment Insurance
48	65	18	6	Meditax 65	214	212	213	193	261	MediTax
48	65	22		Grounds Maintenance 65	4,336	3,607	3,824	3,700	4,336	Contract Services
48	65	22	1	Miscellaneous Contracts 65	2,356	2,863	1,228	2,500	3,200	Contract Services
48	65	22	4	Custodial Services	8,971	8,965	8,700	9,000	8,971	Contract Services
48	65	30	9	Misc Operating Expenses 65	16,270	17,375	18,834	17,500	16,269	Other Operating Expenditures
48	66	16	4	Part-time Wages 66	87,120	109,307	134,726	85,000	85000	Part-time Wages
48	66	16	5	Overtime Pay 66	567	1,156	894	1,600	1000	Overtime Wages
48	66	18	4	Unemployment Insurance 66	348	551	393	172	172	Unemployment Insurance
48	66	18	6	Meditax 66	1,271	1,621	1,966	1,981	1247	MediTax
48	66	22		Grounds Maintenance 66	3,461	2,661	2,661	2,700	3,460	Contract Services
48	66	22	1	Miscellaneous Contracts 66		7,542		5,000	5,000	Contract Services
48	66	22	3	Equipment Maintenance 66	1,583	5,036	984	5,000	1,583	Contract Services
48	66	30	1	Telephone 66	3,846	4,128	3,914	4,200	3,845	Other Operating Expenditures
48	66	30	2	Cash (Over)/Short	(468)	(1,713)	(1,132)		(468)	Other Operating Expenditures
48	66	30	3	Printing & Advertising 66	838	61	1,369	2,500	838	Other Operating Expenditures
48	66	30	6	Meetings & Travel 66	308			250	308	Other Operating Expenditures
48	66	30	8	Supplies & Materials 66	18,813	21,290	27,862	32,000	18,813	Other Operating Expenditures
48	66	31	2	Utility - Water 66	10,796	9,479	9,512	10,000	10,300	Utilities
48	66	31	3	Utility - Electric 66	12,100	12,198	13,778	12,000	13,000	Utilities
48	66	31	4	Utility - Natural Gas 66	25,920	23,469	23,211	24,000	24,900	Utilities
48	66	31	7	Utility - Sewer 66			3,139	6,300		Utilities
48	66	33	8	Chemicals	14,472	19,837	15,274	13,000	12,000	Other Operating Expenditures
48	66	35		Supplies for Resale	5,922	6,962	11,325	5,500	5,922	Other Operating Expenditures
48	67	16	4	Part-time Wages 67	17,663	3,584				Part-time Wages
48	67	18	4	Unemployment Insurance 67	35	7				Unemployment Insurance
48	67	18	6	Meditax 67	256	52				MediTax
48	67	30	8	Supplies & Materials 67		652	1,346			Other Operating Expenditures
48	68	16	2	Regular Salary 68	50,552	52,846	57,519	54,875	100205	Regular Wages
48	68	16	4	Part-time Wages 68					20000	Part-time Wages
48	68	16	5	Overtime Pay 68		914	619	3,000	1000	Overtime Wages

48	68	18	4 Unemployment Insurance 68	100	110	116	185	235	Unemployment Insurance
48	68	18	6 Meditax 68	725	800	844	898	1704	MediTax
48	68	19	1 Life Insurance Premiums 68	242	385	383	435	418	Health/Life/Dental Insurance
48	68	19	2 Paid PERS-Employee68	3,740	1,844	2,725	4,081	4048	Retirement
48	68	19	3 Paid -PERS Employer 68	6,428	6,077	5,332	5,267	9967	Retirement
48	68	19	4 Wellness 68	7,310	7,470	7,668	7,365	15418	Health/Life/Dental Insurance
48	68	30	8 Supplies & Materials 68	3,081	9,399	13,538	9,000	9,000	Other Operating Expenditures
48	78	52	2 Swimming Pool Debt 48	15,466	15,466	15,466	15,466	15,466	Debt Service
48	90	10	9 To General 48	67,849	53,307	53,129	52,312	51806	Transfers (Out)
48	91	10	9 Subsidies Received / (Provided)	100,998	123,960	138,076			Subsidies Received / (Provided

RESOLUTION NO. 5538

A RESOLUTION OF THE CITY OF CARPINTERIA CITY COUNCIL APPROVING THE MUNICIPAL BUDGET FOR FISCAL YEAR 2014-15

WHEREAS, on June 9, 2014 the City Manager presented his proposed Budget for Fiscal Year 2014-15 including estimated revenues and recommended appropriations for operations, special programs, capital outlay and reserves; and

WHEREAS, the City Council held a duly advertised public hearing on June 9, 2014 and received public comments on the 2014-15 proposed municipal budget; and

WHEREAS, adoption of a budget prior to the beginning of the new fiscal year is necessary to ensure the uninterrupted operation of necessary City services.

NOW, THEREFORE, THE CARPINTERIA CITY COUNCIL HEREBY RESOLVES that:

1. The City Manager's Proposed Budget for Fiscal Year 2014-15, including estimated revenues and appropriations for operations, special programs, capital outlay expenses and reserves is hereby approved as amended and adopted effective July 1, 2014.

2. The City Manager's final estimates of revenues and appropriations for operations, special programs, capital outlay expenses and reserves for fiscal 2013-14 are also hereby approved as amended for the 2013-14 budget year.

3. The City Manager is authorized to make expenditures and enter into agreements conforming to this Budget and to make adjustments between the various accounts within each fund limited to the total amount budgeted for said fund.

4. The City Council approves the salary and compensation plan inherent in the budget.

PASSED, APPROVED AND ADOPTED this 9th day of June, 2014, by the following called vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

____

MAYOR, CITY OF CARPINTERIA

ATTEST:

CITY CLERK, CITY OF CARPINTERIA

I hereby certify that the foregoing resolution was duly and regularly introduced and adopted at a regular meeting of the City Council of the City of Carpinteria held the 9th day of June, 2014.

CITY CLERK

APPROVED AS TO FORM:

PETER N. BROWN

CITY ATTORNEY

RESOLUTION NO. 5539

A RESOLUTION OF THE CARPINTERIA CITY COUNCIL ESTABLISHING THE APPROPRIATION LIMIT FOR THE CITY OF CARPINTERIA FOR FISCAL YEAR 2014-15

WHEREAS, Article XIIIB of the California Constitution (Proposition 4) requires local agencies to annually establish appropriation limits on appropriation items subject to limitation, and

WHEREAS, Section 7900 et. seq. of the California Government Code provides implementing instructions to Article XIIIB, and

WHEREAS, the California Department of Finance has provided Uniform Guidelines to further clarify the intent of Article XIIIB, and

WHEREAS, the City Manager has calculated the 2014-15 Appropriation Limit for the City of Carpinteria in accordance with said law and guidelines, and

WHEREAS, on June 5, 1990, the voters of the State of California approved Proposition 111 which modified the method of calculating the annual appropriation limit for all levels of government.

NOW, THEREFORE, THE CARPINTERIA CITY COUNCIL HEREBY RESOLVES that the final appropriation limit for appropriations subject to limitation for the City of Carpinteria for Fiscal Year 2014-15 is hereby' set at $16,046,919 in accordance with the calculations set forth and attached hereto as Exhibit "A".

RESOLVED FURTHER, that the annual adjustment factors used in the calculation were the percentage change in the California per capita income and the larger of the City's population growth or the population growth of Santa Barbara County.

RESOLVED FURTHER, that upon the adoption of this resolution, any interested person may challenge said appropriation limit for a period of 45 days from this date in accordance with State law.

PASSED, APPROVED AND ADOPTED this 9th day of June, 2014, by the following called vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

MAYOR, CITY OF CARPINTERIA

ATTEST:

CITY CLERK, CITY OF CARPINTERIA

I hereby certify that the foregoing resolution was duly and regularly introduced and adopted at a regular meeting of the City Council of the City of Carpinteria held the 9th day of June, 2014.

CITY CLERK

APPROVED AS TO FORM:

PETER N. BROWN

CITY ATTORNEY

EXHIBIT A

APPL CITY OF CARPINTERIA APPROPRIATION LIMIT CALCULATIONS EXHIBIT "A"
PER CALIFORNIA CONSTITUTION ARTICLE XIIIB (PROP 4, GANN LIMIT)

	DESCRIPTION OF ANNUAL CALCULATION		YEAR: FY 14-15	FY 13-14	FY 12-13	FY 11-12	FY 10-11	FY 09-10
		REFERENCE:	RESO 5539	RESO	RESO 5394	RESO 5322	RESO 5262	RESO 5203
A	PRIOR YEAR APPROPRIATION LIMIT:		15,690,091	14,820,659	14,218,237	13,764,114	13,967,791	13,714,409
B	CHANGE IN CALIF PER CAPITA INCOME PER GOVT CODE 7901	PERCENT:	-0.2300%	5.1200%	3.7700%	2.5100%	-2.5400%	0.6200%
		RATIO:	0.9977	1.0512	1.0377	1.0251	0.9746	1.0062
C	CHANGE IN CITY POPULATION PER STATE DEPT FINANCE ISSUED MAY1:	PERCENT:	2.5100%	0.3700%	0.2700%	0.7700%	1.0600%	1.2200%
		RATIO:	1.0251	1.0037	1.0027	1.0077	1.0106	1.0122
C1	CHANGE IN COUNTY POPULATION PER STATE DEPT FINANCE ISSUED MAY1:	PERCENT:	0.92%	0.71%	0.45%	0.75%	1.11%	1.17%
		RATIO:	1.0092	1.0071	1.0045	1.0075	1.0111	1.0117
D	CALCULATION OF ANNUAL RATIO OF CHANGE: "B" TIMES LARGER OF "C" OR "C1"	RATIO:	1.0227	1.0587	1.0424	1.0330	0.9854	1.0185
E	NEW APPROPRIATION LIMIT: [ANNUAL RATIO OF CHANGE TIMES PRIOR YEAR APPROPRIATION LIMIT]		16,046,919	15,690,091	14,820,659	14,218,237	13,764,114	13,967,791
F	AMOUNT OF DOLLAR INCREASE OVER PRIOR YEAR:		356,828	869,432	602,422	454,123	(203,677)	253,382
G	AMOUNT OF PERCENT INCREASE OVER PRIOR YEAR:		2.27%	5.87%	4.24%	3.30%	-1.46%	1.85%
H	APPROPRIATIONS SUBJECT TO LIMITATION		8,133,289	7,539,980	6,971,760	6,668,805	6,668,805	6,487,550
I	AMOUNT UNDER(OVER) APPROPRIATION LIMIT		7,913,630	8,150,111	7,848,899	7,549,432	7,095,309	7,480,241

RESOLUTION NO. 5540

A RESOLUTION OF THE CARPINTERIA CITY COUNCIL ESTABLISHING THE APPROPRIATION LIMIT FOR THE CITY OF CARPINTERIA STREET LIGHTING DISTRICT NUMBER 1 FOR FISCAL YEAR 2014-15

WHEREAS, Article XIIIB of the California Constitution (Proposition 4) requires local agencies to annually establish appropriation limits on appropriation items subject to limitation, and

WHEREAS, Section 7900 et. seq. of the California Government Code provides implementing instructions to Article XIIIB, and

WHEREAS, the California Department of Finance has provided Uniform Guidelines to further clarify the intent of Article XIIIB, and

WHEREAS, the City Manager has calculated the 2014-15 Appropriation Limit for the City of Carpinteria Street Lighting District #1 in accordance with said law and guidelines, and

WHEREAS, on June 5, 1990, the voters of the State of California approved Proposition 111 which modified the method of calculating the annual appropriation limit for all levels of government.

NOW, THEREFORE, THE CARPINTERIA CITY COUNCIL HEREBY RESOLVES that the final appropriation limit for appropriations subject to limitation for the City of Carpinteria Street Lighting District No.1 for Fiscal Year 2014-15 is hereby' set at $605,943 in accordance with the calculations set forth and attached hereto as Exhibit "A".

RESOLVED FURTHER, that the annual adjustment factors used in the calculation were the percentage change in the California per capita income and the larger of the City's population growth or the population growth of Santa Barbara County.

RESOLVED FURTHER, that upon the adoption of this resolution, any interested person may challenge said appropriation limit for a period of 45 days from this date in accordance with State law.

PASSED, APPROVED AND ADOPTED this 9th day of June, 2014, by the following called vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

____

MAYOR, CITY OF CARPINTERIA

ATTEST:

____

CITY CLERK, CITY OF CARPINTERIA

I hereby certify that the foregoing resolution was duly and regularly introduced and adopted at a regular meeting of the City Council of the City of Carpinteria held the 9th day of June, 2014.

____

CITY CLERK

APPROVED AS TO FORM:

____

PETER N. BROWN

CITY ATTORNEY

CARPINTERIA STREET LIGHTING DISTRICT #1 APPROPRIATION LIMIT CALCULATIONS
PER CALIFORNIA CONSTITUTION ARTICLE XIIIB (PROP 4, GANN LIMIT)

	DESCRIPTION OF ANNUAL CALCULATION	YEAR: / REFERENCE:	FY14-15 RESO 5540	FY13-14 RESO	FY12-13 RESO 5395	FY11-12 RESO 5321	FY10-11 RESO 5263	FY09-10 RESO 5204
A	PRIOR YEAR APPROPRIATION LIMIT		592,469	559,638	536,891	519,846	527,538	517,968
B	CHANGE IN CALIF PER CAPITA INCOME	PERCENT:	-0.2300%	5.1200%	3.7700%	2.5100%	-2.5400%	0.6200%
		RATIO:	0.9977	1.0512	1.0377	1.0251	0.9746	1.0062
C.	CHANGE IN CITY POPULATION PER STATE DEPT FINANCE ISSUED MAY 1:	PERCENT:	2.5100%	0.3700%	0.2700%	0.1300%	1.0600%	1.2200%
		RATIO:	1.0251	1.0037	1.0027	1.0013	1.0106	1.0122
C1	CHANGE IN COUNTY POPULATION PER STATE DEPT FINANCE ISSUED MAY 1:	PERCENT:	0.92%	0.71%	0.45%	0.75%	1.11%	1.17%
		RATIO:	1.0092	1.0071	1.0045	1.0075	1.0111	1.0117
D.	CALCULATION OF ANNUAL RATIO OF CHANGE: "B" TIMES LARGER OF "C" OR "C1"	RATIO:	1.0227	1.0587	1.0424	1.0328	0.9854	1.0185
E.	NEW APPROPRIATION LIMIT [ANNUAL RATIO OF CHANGE TIMES PRIOR YEAR APPROPRIATION LIMIT]		605,943	592,469	559,638	536,891	519,846	527,538
F.	AMOUNT OF DOLLAR INCREASE OVER PRIOR YEAR:		13,474	32,830	22,748	17,045	(7,693)	9,570
G.	AMOUNT OF PERCENT INCREASE OVER PRIOR YEAR:		2.27%	5.87%	4.24%	3.28%	-1.46%	1.85%
H	APPROPRIATIONS SUBJECT TO LIMITATION		278,192	272,778	268,785	266,124	266,124	268,000
I.	AMOUNT UNDER (OVER) APPROPRIATION LIMIT		327,751	319,691	290,853	270,767	253,722	259,538

Exhibit A

A. FUND ACCOUNTING

The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds in the budget are grouped into five generic fund types and three broad fund categories as follows:

GOVERNMENTAL FUNDS

The General Fund
The General Fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

Special Revenue Funds
Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditures for specified purposes.

PROPRIETARY FUNDS

Enterprise Funds
Enterprise Funds are used to account for operations that (1) are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges or (2) where the determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. The Recreation Services Fund is the only enterprise type fund of the City

FIDUCIARY FUNDS

Trust and Agency Funds
Trust and Agency Funds are used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, other governments and/or other funds. These include: Expendable Trust, Non-expendable Trust, Pension Trust and Agency Funds. Non-expendable Trust and Pension Trust Funds are accounted for in essentially the same manner as proprietary funds since capital maintenance is critical. Expendable Trust funds are accounted for in essentially the same manner as governmental funds. Agency Funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

B. BASIS OF ACCOUNTING

Governmental fund types use the modified-accrual basis of accounting. Revenues are recognized when available and measurable. Revenues considered susceptible to accrual include property taxes, sales taxes collected by the state on behalf of the City prior to year-end, certain other intergovernmental revenues and interest. In accruing intergovernmental revenues, such as grants and state subsidies, the legal and contractual requirements are used as guidance. Revenues which are not considered susceptible to accrual include motor vehicle license fees, certain other licenses and fees, fines, forfeitures and penalties. Expenditures are recorded when the related liability is incurred.

C. BUDGETS AND BUDGETARY ACCOUNTING

The City is required by its municipal code to adopt an annual budget on or before June 30, which is the end of its fiscal year, for the ensuing fiscal year. From the effective date of the budget, the amounts stated as proposed expenditures become appropriations to the various City departments. The City Council may amend the budget by motion during each fiscal year. The City manager may transfer funds from one major expenditure category to another within the same department and fund. Any revisions that alter the total expenditures of any fund must be approved by the City Council.

All appropriations lapse at the end of the fiscal year to the extent that they have not been expended, except for capital projects and approved grants, which are carried forward until such time as the project is either completed or terminated. Lease contracts entered into by the City are subject to annual review by the City Council; hence, they legally are one year contracts with an option for renewal for another fiscal year. Budget amounts are adopted on a basis consistent with generally accepted accounting principles (GAAP).

D. ENCUMBRANCES

Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of moneys are recorded in order to reserve that portion of the applicable appropriation, is utilized as an extension of formal budgetary integration in the governmental funds. For budgetary purposes, appropriations lapse at fiscal year end except for that portion related to encumbered amounts. Outstanding encumbrances are reported as reservations of fund balances and do not constitute expenditures or liabilities since the commitments will be honored during the subsequent year. Encumbrances outstanding at year end are carried forward to the new fiscal year. Such encumbrances constitute the equivalent of expenditures for budgetary purposes and accordingly, the accompanying financial statements present comparisons of actual results to the budgets of governmental funds on the budget basis of accounting.

E. CASH AND INVESTMENTS

The City pools idle cash from all funds for the purpose of increasing income through investment. Investments are stated at cost or market, whichever is lower, and are written down to market only if the decline in value of individual securities is significant and it is anticipated that such lower values will persist for a substantial period of time. Interest earned on investments is allocated to individual funds quarterly based on the average cash balance in each fund.

The City temporarily invests its excess cash in instruments which are allowable under current legislation of the State of California (Government Code Section 53600 et seq.). The state code permits investments in the following instruments:

- Securities of the U.S. Government or it agencies
- Small Business administration loans
- Certificates of deposit (or time deposits) placed with commercial banks and /or savings and loan companies
- Negotiable certificates of deposit
- Bankers' acceptances
- Commercial paper
- Local Agency Investment Fund (State Pool)
- Repurchase agreements
- Passbook savings accounts
- Reverse-repurchase agreements

The City has chosen not to utilize either repurchase agreements or reverse-repurchase agreements investment vehicles.

Cash and Investments – Deferred Compensation Plan

The City offers its employees two deferred compensation plans created in accordance with Internal Revenue Code Section 457. One plan is for full-time employees and one is for part-time employees.

F. INVENTORIES

Inventories are stated at the lower of cost or market on the basis of the first in, first out method of inventory accounting (FIFO). Inventories held in the Proprietary and Special Revenue Funds consist of product for resale. A physical inventory is taken at the end of the fiscal year to establish inventory values. Inventories reflected in the Special Revenue Funds are offset by a fund balance reserve which indicates that the inventories do not constitute "available expendable resources " even though they are a component of net current assets.

G. FIXED ASSETS

General fixed assets are not capitalized in the funds used to acquire or construct them. Instead, capital acquisition and construction costs are reflected as expenditures in governmental funds, and the related assets are reported in the general fixed assets account group. All purchased fixed assets are valued at cost where historical records are available and at an estimated historical cost where no historical records exist. Donated fixed assets are valued at their estimated fair market value on the date received.

The cost of normal maintenance and repairs not adding to the value of the asset or materially extending asset lives are not capitalized. Improvements are capitalized and depreciated over the remaining useful lives of the related fixed assets, as applicable. Public domain ("infrastructure") general fixed assets, consisting of roads, bridges, curbs and gutters, streets and sidewalks, drainage systems and lighting systems are not capitalized as these assets are immovable and of value only to the government.

Assets in the general fixed assets account group are not depreciated. Depreciation of building, equipment and vehicles in the proprietary type funds is computed using the straight-line method over the estimated useful lives:

♦ Buildings	♦ 30 years
♦ Improvements & Heavy Equipment	♦ 30 years
♦ Equipment	♦ 7 years

H. ACCUMULATED UNPAID VACATION, SICK PAY AND OTHER EMPLOYEE BENEFITS

Accumulated unpaid vacation, sick pay and other employee benefit amounts are accrued in governmental funds (which includes the General Fund) and in proprietary funds, if applicable. All accumulated unpaid vacation and sick pay is a contingent liability of the City.

Accounting System: The total set of records and procedures which are used to record, classify, and report information on the financial status and operations of an entity.

Accrual Basis of Accounting: The accrual basis of accounting is utilized by proprietary fund types. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. Unbilled utility receivables are accrued at fiscal year end.

Activity: A specific and distinguishable unit of work or service performed.

Appropriation: An authorization made by the legislative body of a government, which permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one-year period.

Appropriation Resolution: The official enactment by the legislative body establishing the legal authority for officials to obligate and expend resources.

Assessed Valuation. A value established for real property for use as a basis in levying property taxes. For all agencies in the State of California, assessed value is established by the County for the secured and unsecured property tax rolls; the utility property tax roll is valued by the State Board of Equalization. Under Article XIII of the State Constitution (Proposition 13 adopted by the voters on June 6, 1978), properties are assessed at 100% of full value. Proposition 13 also modified the value of real taxable property for fiscal 1979 by rolling back values to fiscal 1976 levels. From this base of assessment, subsequent annual increases in valuation are limited to a maximum of 2%. However, increases to full value are allowed for property improvements or upon change in ownership. Personal property is excluded from these limitations, and is subject to annual reappraisal. Property taxes for general purposes cannot exceed 1% of assessed value.

Assets: Property owned by a government, which has monetary value.

Audit: A systematic examination of resource utilization concluding in a written report. It is a test of management's internal accounting controls and is intended to: (1) ascertain whether financial statements fairly present financial position and results of operations; (2) test whether transactions have been legally performed; (3) identify areas for possible improvements in accounting practices and procedures; (4) ascertain whether transactions have been recorded accurately and consistently; and (5) ascertain the stewardship of officials responsible for governmental resources.

Balance Sheet: A statement purporting to present the financial position of an entity by disclosing the value of its assets, liabilities, and equities as of a specific date.

Bond: A written promise to pay (debt) a specified sum of money (called principal or face value) at a specified future date (called the maturity date(s)) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used for long-term debt.

Budget (Operating): A plan of financial operation embodying an estimate of proposed expenditures for a given period (typically a fiscal year) and the proposed means of financing them (revenue estimates).

Budget Calendar: The schedule of key dates or milestones which a government follows in the preparation and adoption of the budget.

Budget Document: The official written statement submitted by the City Manager and supporting staff to the legislative body detailing the proposed budget.

Budget Message: A general discussion of the proposed budget presented in writing as a part of, or supplement of, the budget document. The budget message explains principal budget issues against the background of financial trends and presents recommendations made by the City Manager.

Capital Assets: Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

Capital Outlays: Expenditures for the acquisition and/or construction of capital assets.

Capital Projects: Projects which purchase or construct capital assets.

Cost Accounting: Accounting which assembles and records all costs incurred to carry out a particular activity or to deliver a particular service.

Debt Service: Payment of interest and repayment of principal to holders of a government's debt instruments.

Deficit: (1) The excess of an entity's liabilities over its assets (See *Fund Balance*) or (2) the excess of expenditures or expenses over revenues during a single accounting period.

Depreciation: (1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. (2) That portion of the cost of a capital asset that is charged as an expense during a particular period.

Expenditures: Where accounts are kept on the modified accrual basis of accounting, the cost of goods received or services rendered whether cash payments have been made or not.

Fiscal Year: The City of Carpinteria operates on a fiscal year from July 1 through June 30.

Fund: A separate accounting entity with a self-balancing set of accounts. Funds are classified into three categories: governmental, proprietary and fiduciary.

Fund Balance: The excess of an entity's assets over its liabilities. A negative fund balance is called a *fund deficit.*

Goals and Objectives: Specific projects and programs to be undertaken utilizing allocated fiscal resources, designed to further the achievement of the Community Vision.

Grant: A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the state and federal governments. Grants are usually made for specified purposes.

Internal Control: A plan of organization for purchasing, accounting, and other financial activities which, among other things, provides that: (1) the duties of employees are subdivided so that no single employee handles a financial action from beginning to end; (2) proper authorizations from specific responsible officials are obtained before key steps in the processing of a transaction are completed; and, (3) records and procedures are arranged appropriately to facilitate safekeeping and effective control.

Liability: Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed or refunded at some future date. Note: The term does not include encumbrances.

Major Accomplishments: A report of those significant programs, projects, and other activities which were successfully implemented and/or completed by a Department during the prior fiscal year.

Modified Accrual Basis: The modified accrual basis of accounting is used by all governmental fund types, expendable trust funds and agency funds. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). “Measurable” means the amount of the transaction can be determined, and “available” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Those revenues susceptible to accrual include property taxes remitted within 60 days after year-end, interest on investments, and certain other intergovernmental revenues. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as fund liabilities when due, or when amounts have been accumulated in the debt service fund for payments to be made early in the following year.

Primary Activities: A summary of what each department accomplishes during the fiscal year.

Reserve: An account used to indicate that a portion of fund equity is restricted for a specific purpose or not available for appropriation and subsequent spending.

Service Level Trends: A summary of changes in service levels from one fiscal year to the next. Changes discussed will include staffing levels, operational expenditures and capital outlay.

Certificates of Participation. Form of lease-purchase financing used to construct or acquire capital facilities and equipment.

Fiscal Year. The beginning and ending period for recording financial transactions. The City has specified July 1 to June 30 as its fiscal year.

Function. A group of related programs crossing organizational (departmental) boundaries and aimed at accomplishing a broad goal or accomplishing a major service. The six functions in the City's financial plan are: Public Safety; Public Utilities; Transportation; Leisure, Cultural and Social Services; Community Development; and General Government.

General Fund. The primary operating fund of the City, all revenues that are not allocated by law or contractual agreement to a specific fund are accounted for in the General fund. Except for subvention or grant revenues restricted for specific uses, General fund resources can be utilized for any legitimate governmental purpose. (See Fund)

Line-Item Budget. A budget that lists detailed expenditure categories (temporary salaries, postage, telephone service, chemicals, travel, etc.) separately, along with the amount budgeted for each specified category. The City uses a program rather than line-item budget; however, detail line-item accounts are maintained and recorded for financial reporting and control purposes.

Subventions. Revenues collected by the State (or other level of government) that are allocated to the City on a formula basis. The major subventions received by the City from the State of California include motor vehicle in-lieu and gasoline taxes.

AB939	California State Assembly Bill 939	AB 939 is a State Assembly Bill passed in 199_ requiring each public agency within the State, including Counties and Cities, to recycle a percentage of their total annual waste stream. The present annual rate required is 50%.
ABOP	Antifreeze, Batteries, Oil and Paint	ABOP is a City program to collect and dispose of antifreeze, batteries, oil, and paint in order to prevent pollution. The program is open to the public every other Saturday at the Public Works yard.
ADA	Americans with Disabilities Act	The ADA is a 1990 federal law that forbids discrimination against persons who are disabled.
ADP	Automatic Data Processing	ADP is a private firm that the City uses to process its payroll, pay employer/employee taxes and issue employee W2s.
AFLAC	American Family Life Assurance Company	AFLAC is the administrator of the City's employee flexible benefits program which permits full time employees to purchase certain pretax insurance benefits
APCD	Air Pollution Control District	A local government agency that works to protect the people and the environment of Santa Barbara County from harmful effects of air pollution
ARB	Architectural Review Board	A five-member committee consisting of lay and professional citizens skilled in the interpretation of architectural and landscaping drawings
BEACON	Beach Erosion Authority for Clean Oceans and Nourishment	BEACON is a California Joint Powers agency established to deal with coastal erosion and beach problems on the Central Coast of California.
CALTRANS	California Department of Transportation	Caltrans is the state agency responsible for highway, bridge, and rail transportation planning, construction and maintenance.

CDBG	Community Development Block Grant	A funding source in support of decent affordable housing for all, provision of services to the most vulnerable in our communities, the creation of jobs and expansion of business opportunities
CDD	Community Development Department	The CDD provides primary support to the Architectural Review Board, the Environmental Review Committee and the Planning Commission and includes the divisions of Planning, Building and Code Compliance.
CDIAC	California Debt and Investment Advisory Commission	The CDIAC is a state agency which provides information, education and technical assistance on public debt, investments, and economic development financing tools to local public agencies and other public finance professionals.
CERT	Citizens Emergency Response Training	CERT is comprised of volunteers to assist citizens within the City of Carpinteria during emergencies such as flooding, fires, earthquakes, tsunamis, and other hazardous conditions.
CJPIA	California Joint Powers Insurance Authority	The CJPIA is a self-insuring and loss pooling program for Property Insurance, Workers' Compensation, Public Official and Employee Bonds, and General and Automobile Liability
CSMFO	California Society of Municipal Finance Officers	The CSMFO is a statewide organization serving municipal finance professionals in financial management, continuing education and professional development.
CTC	California Transportation Committee	The CTC is a State committee in charge of approving program funding for all Federal, State, and County/regional projects related to maintaining, operating, and improving the regional multi-model transportation system and to maintain Federal air quality standards.

EAP	Employee Assistance Program	The EAP provides resource for employees for counseling services in compliance with City's Alcohol and Drug Abuse Policy. The City contracts with Tri County Employee Assistance Program to provide this service.
EOC	Emergency Operations Center	The EOC is setup by City staff to respond to emergencies that affect the citizens of Carpinteria. This may include response to earthquakes, flooding, fires, tsunamis, and other hazardous situations.
ERC	Environmental Review Committee	A five-member board that provides direct input into the City's environmental review process
FBI	Federal Bureau of Investigations	The FBI is the primary investigative arm of the US Department of Justice
FDIC	Federal Deposit Insurance Corporation	The FDIC is an independent U.S. government corporation created under authority of the Banking Act of 1933 to insure bank deposits in eligible banks against loss in the event of a bank failure and to regulate certain banking practices.
FEMA	Federal Emergency Management Agency	FEMA a former independent agency that became part of the new Department of Homeland Security in March 2003 is tasked with responding to, planning for, recovering from and mitigating against disasters.
FLSA	Fair Labor Standards Act	The FLSA, published in law in sections 201-219 of title 29, United States Code provides for minimum standards for both wages and overtime entitlement, and spells out administrative procedures by which covered work time must be compensated

FPPC	Fair Political Practices Commission	The FPPC was created by the Political Reform Act of 1974 to educate the public and public officials on the requirements of the Act and to receives and file statements of economic interests from many state and local officials.
FTE	Full Time Equivalent	FTE Designation for the equivalent of one full time employee in listing number of employees.
FY	Fiscal Year	A designated one year period for purposes of financial reporting. The City's fiscal year begins July 1 and ends the following June 30
FTMS	Financial Trend Monitoring System	A report prepared in anticipation of and as support documentation to the City's annual Strategic Planning and Budget processes. It is an internal and external assessment of conditions and issues that create opportunities and impose constraints on the City's ability/potential to accomplish its mission and move positively toward its objectives.
GASB	Government Accounting Standards Board	A national authoritative body established to establish standards of state and local governmental accounting and financial reporting resulting in useful information for users of financial reports and to guide and educate the public, including issuers, auditors, and users of those financial reports.
GATV	Government Access Television	Refers to the City's Government Access Television equipment, taping, and broadcasting on local Channel 18.

GFOA	Government Finance Officers of Association	The Government Finance Officers Association of the United States and Canada is a professional organization of public officials united to enhance and promote the professional management of governmental financial resources by identifying, developing and advancing fiscal strategies, policies and practices for the public benefit.
HOME	HOME Investment Partnership Act Program	A funding source for non-profit and for-profit organizations to provide decent, safe and affordable housing to low- to moderate-income persons
ICMA	International City Manager's Association	ICMA is the professional and educational organization for chief appointed managers, administrators, and assistants in local governments throughout the world. Its mission is to create excellence in local government by developing and fostering professional local government management worldwide.
IRS	Internal Revenue Service	The IRS is a bureau of the Department of Treasury organized to carry out the responsibilities of the secretary of the Treasury under section 7801 of the Internal Revenue Code.
LAFCO	Local Agency Formation Commission	There is a LAFCO in each county in California created by the Legislature in 1963 to discourage urban sprawl and encourage the orderly formation and development of local government agencies
LHMP	Local Hazard Mitigation Plan	The City's LHMP is a plan to respond to emergencies caused by hazardous spills, explosions, contaminated air, etc. along the freeway corridor, railway, and oil/gas facilities.

LTF	Local Transportation Fund	A fund of the City used to account for the City's share of the State Sales Tax on motor vehicle fuels. Revenues from this source must be used for maintenance of bikeways and are administered by the Santa Barbara County Association of Governments.
MHFP	Multi-Hazard Functional Plan	The City's MHFP is a plan to deal with natural and man made hazards including flooding, fires, earthquakes, tsunamis, hazardous spills, explosions, contaminated air, etc. The plan is actually the City's emergency plan
MOU	Memorandum of Understanding	Documentation of authorized representatives of the City and the affected employees having met and conferred in good faith concerning issues of wages, hours and terms and conditions of employment in accordance with the Myers-Milias Brown Act.
MJLHMP	Multi-Jurisdictional Local Hazard Mitigation Plan	The MJLHMP is the City's plan to identify hazards prior to an emergency, and provide corrective measures to reduce said hazards.
NPDES	National Pollution Discharge Elimination System	NPDES is the permitting system designed to control the pollutants discharged into surface waters, ponds, streams and the ocean
OES	Office of Emergency Services	OES is the Governor's Office of Emergency Services and the State's Department for responding to all County, State, Federal emergencies.
PBIAAB	Parking and Business Improvement Area Advisory Board	The PBIAAB is a five (5) member Board appointed by the City Council to oversee the collection and use of funds of the City's Assessment District #4 (Downtown "T").
PCI	Pavement Condition Index	PCI is used to categorize the condition of roadway/street pavement for preventive maintenance to complete removal and replacement.

PERS	Public Employees Retirement Systems	The City has contracts with CalPERS, which is governed by the California Public Employees Retirement Law, to provide retirement benefits for eligible full-time employees of the City.
PSR	Project Study Report	A PSR is a study/report format used by Caltrans for transportation projects and includes, environmental, engineering, right of way acquisition, structural and construction aspects along with a preliminary cost estimates. The PSR is used for budget purposes.
ROW	Right of Way	ROW is City owned property know commonly as the streets, traveled by cars including curb, gutter, and sidewalk.
RSTP	Regional Surface Transportation Program	RSTP was established by the State for use of Federal funds to construct , rehabilitate, resurface restore streets within the City.
RWQCB	Regional Water Quality Control Board	Created by the Legislature in 1967 to ensure the highest reasonable quality for waters of the State, while allocating those waters to achieve the optimum balance of beneficial uses
SBCAG	Santa Barbra County Association of Governments	SBCAG is the Federally designated Metropolitan Planning Organization for Santa Barbara County and responsible for all transportation projects within the County under Title 23, U.S. Code or the Federal Transit Act.
SCACEO	Statewide California Association of Code Enforcement Officials	A non-profit professional organization founded in 1986, that provides education, certification, support and assistance to all code enforcement professionals
SCE	Southern California Edison	SCE is the electric utility provider for the City. SCE pays an annual franchise fee based on a percentage of their sales within the City

SDI	State Disability Insurance	The City participates in the State Disability Insurance Program (at employee expense) to provide coverage for short-term non-industrial injuries.
SEIU	Service Employees International Union	The SEIU Local 620 is the recognized representative of the City's General Service and Public Works Bargaining Units.
SEMS	Standardized Emergency Management System	SEMS is the system required by Government Code Section 8607(a) for managing response to multi-agency and multi-jurisdictional emergencies in California. The City must use SEMS to be eligible for funding of their personnel related costs under state disaster assistance programs.
STIP	State Transportation Improvement Program	STIP is a multi-year capital improvement program of transportation projects funded by State Highway funds.
SWMP	Storm Water Management Program	SWMP is the City's program to protect the coastal waters and creeks using Best Management Practices, such as catch basin filters and establishing erosion control methods to prevent silt runoff from construction sites.
TEA	Transportation Enhancement Act	TEA is one of several programs created by congress in the 1991 Intermodal Surface Transportation Efficiency Act. TEA is the first Federal program to initiate focus on providing funding for sidewalks, bike lanes, and the conversion of abandoned railroad corridors into trails.
TPAC	Technical Planning Advisory Committee	An advisory body to the Santa Barbara County Association of Governments which includes staff representative of each city and county, and the Air Pollution Control District.

TTAC	Technical Transportation Advisory Committee	TTAC is an advisory committee to the Santa Barbara County Association of Governments (SBCAG) Board. TTAC is composed of Public Works Directors, City Engineers, and Traffic/Transit engineers and representatives from each City, the Metropolitan Transits Authority, and the County of Santa Barbara Public Works Agency.
TTAG	Technical Transportation Advisory Group	TTAG is an advisory committee to the Santa Barbara County Association of Governments (SBCAG) Board. TTAC is composed of Public Works Directors, City Engineers, and Traffic/Transit engineers and representatives from each City, the Metropolitan Transits Authority, Caltrans, and the County of Santa Barbara Public Works Agency. TTAG deals with the widening of Highway 101, which is also known as "101 In Motion".
US	United States	A constitutional republic established in 1783 by armed revolt against King George III of England
VLF	Vehicle License Fee	VLF is an annual fee on the ownership of a registered vehicle in California with the revenues distributed to cities and counties

Program: General Government

Accomplishments 2013-2014

Objectives	Performance Measures	Results/Status
◆ Prepare for City Council review and adoption the City's Annual Work Program with Strategic Initiatives and specific Department Work Programs items.	1. Meet weekly with Department Heads to coordinate and advance approved work plans. 2. Provide mid-year and annual Work Program report. 3. Conduct Department Head Performance Reviews wherein individual work plans reflect implementation of the City Work Program.	Completed.
◆ Implement annual Budget Performance Measurements.	1. Provide training and mentoring to Department Heads on the development and tracking of effective performance measures. 2. Provide an annual report on measurable outputs to the City Council as a part of the budget.	Completed.
Monitor external and internal factors affecting the organization as a part of local policy and decision-making.	Participation in regional organizations and events such as the UCSB Economic Forecast project and reporting on demographic and financial trends affecting the organization.	Completed. External factors are monitored by City staff including but not limited to, regular meetings with a contract sales tax consultant, attendance at the UCSB Economic Forecast, gathering and analysis of local economic information as a part of the preparation of the Carpinteria Valley Economic Forecast, Profile and attendance at the annual Visit Santa Barbara meeting.

Objectives	Performance Measures	Results/Status
◆ Public Outreach	Speak to at least two community groups annually about City activities, programs and issues or topics related to local government.	Completed. Examples of this year's speaking engagements included the Morning Rotary Club, the Republican Club and the Chamber of Commerce State of the Community breakfast.
◆ Manage contracts for law enforcement, legal services and franchise agreements.	Contracts are implemented within budget; services delivered through the contracts are meeting community and organizational needs; and terms of agreements are being complied with.	Completed. The law enforcement contract was reviewed for possible adjustments in augmentation and administrative support services; the recently updated trash hauling franchise was implemented and new fees revenues audited; utility franchise agreements were reviewed in the context of Trench Cut Fee ordinance examples.
◆ Monitor and evaluate customer satisfaction via surveys, interviews and similar tools, and take actions necessary to improve customer service.	Respond to a minimum of 10 customer service concerns annually by working with Department heads and implementing change where needed.	The City Manager is an integral part of the customer service team and works annually with Department Heads and staff on more than ten occasions concerning specific customer service matters.

Objectives	Performance Measures	Results/Status
◆ Improve and maintain collaborative relations with other public agencies in the region and with the business community.	1. Participate in monthly meetings with City/County Managers and Administrators, Special District Managers and the School Superintendent. 2. Represent the City at quarterly meetings of the Operational Area Council and Santa Barbara County Managers and Administrators group. 3. Maintain membership on the Chamber of Commerce Board of Directors and attend monthly Board Meetings and serve as liaison to the Business Advocacy Roundtable. 4. Coordinate at least four interagency committee meetings annually that involve interagency coordination/communication.	The City Manager attends monthly meetings of Carpinteria Valley Managers, represents the City on the Chamber of Commerce Board of Directors. Committee meetings were held with the Water and Sanitary Districts and the Chamber of Commerce and the School District.

Objectives	Performance Measures	Results/Status
◆ Implement required/necessary local responses to federal and state mandated programs.	1. Maintain a legally sufficient local component of the Multi-Jurisdictional Hazard Mitigation Plan 2. Participate on the Operational Area Council 3. Acquire and maintain mandated Storm Water Management program permit 4. Ensure that the City's interests are represented through SBCAG concerning regional land use planning and transportation projects such as the Highway 101 Interchanges and widening projects.	1. In progress 2. Completed. City Manager participates in quarterly meetings. 3. Completed. The City's received approval of its implementing guidelines in February 2014. 4. City Council member Clark represents the City on the SBCAG Board and Southcoast Committee. The Community Development and Public Works Director represent the City on the TPAC and TTAC, respectively. The City Manager has engaged Caltrans and SBCAG managers this year concerning various Highway 101 project matters.
◆ Monitor State and federal legislation that may affect the City of Carpinteria, its programs and services, and assist City in advocating on certain issues.	1. Support the City Council in taking positions on legislation through analysis, staff reports, draft letters, etc. 2. Facilitate legislative advocacy where determined appropriate for matters such as the state budget crisis, the federal Shoreline Erosion study, Trail-Rail crossings, and freeway interchange improvements.	Complete and ongoing

Objectives	Performance Measures	Results/Status
◆ Maintain property values and quality of life in the City's residential neighborhoods.	Develop and manage an implementation strategy for the recommendations of the Neighborhood Preservation Committee.	Initiated/incomplete
◆ Development of an overarching policy relating to energy conservation, clean water, and waste reduction/recycling.	1. Organize City environmental programs under a Program umbrella that allows for the City Council to make informed policy choices 2. Continue and expand coordination and partnering with agencies and organizations that have expertise and experience in this policy area in order to save the City time and expense in developing and implementing environmental programs.	1. The first step in implementing this project, adoption of a policy, was completed via Resolution No. 5500, adopted January 27, 2014. 2. Complete and ongoing.

Program: Community Promotions and Communication

Accomplishments 2013-2014

Objectives	Performance Measures	Results/Status
◆ Coordinate and monitor release of public information on behalf of the City.	1. Serve as Public Information Officer. 2. Coordinate release of information with City Manager and Department Heads. 3. Respond to calls for release of information as directed by City Manager.	On-going.
◆ Video/Audio Equipment for Government Access Ch. 21 (On-going)	1. Coordinate repair and maintenance of video/audio equipment as needed 2. Administer franchise agreement with Cox Communications 3. Administer the City's agreement with the Community Media Access Center / TV Santa Barbara	Staff worked with City's GATV tech to replace a scan converter. No annual system check / maintenance of GATV related equipment in FY 2013-14. Anticipate next system check / maintenance visit to occur July 2014. Reviewed various agendas, minutes, etc. regarding TV Santa Barbara. Processed City's annual support payment.
◆ Coordinate gavel to gavel coverage of the following meetings: City Council, Planning Commission, Carpinteria Special Districts, and other special government meetings as needed. Also, coordinate	1. GATV Production Coordinator to coordinate schedule with GATV Production Assistant to broadcast and tape gavel-to-gavel meetings of the City Council, Planning Commission, and Carpinteria Special Districts	Various City Council, Planning Commission, Water District, Fire District, and School District meetings were aired live, recorded, and rebroadcast throughout the year.

Objectives	Performance Measures	Results/Status
broadcasting of other meetings, as they may arise, (both in the Council Chambers or off-site).	held in the Council Chambers. 2. Oversee rebroadcasting of meetings. 3. Schedule live broadcast and/or airing of rebroadcast of government meetings as requested by City Council and/or City Manager to increase public involvement and awareness.	Primary coordination of scheduling performed by the GATV Production Coordinator.
◆ Review DVD's and videotapes that are submitted to the City for consideration for broadcasting.	1. Within three business days of receipt, review all submitted VHS/DVD recordings for airing on GATV channel 21. 2. Communicate decision on whether to air submitted programming within five business days after review.	On-going review of various programs as submitted including annual Chamber Banquet and Chamber award related interviews. Review and communication time frames not tracked.
Provide coverage of City sponsored/approved events.	1. Airing of City sponsored/approved meetings, forums, Emergency Alert broadcasts and other special event programming that falls within the guidelines of the City's GATV policy 2. Coordinate with Carpinteria Special Districts regarding use of the city's GATV channel 21.	Various programs were broadcast throughout the year, including: 1. Annual Chamber of Commerce Community Awards Banquet and Jr. Carpinterian candidates / Business Award interviews 2. Avocado Festival 3. Aware & Prepare program 4. It's in the Bag 5. Shop Carpinteria promotional piece 6. Clean Green Smoke Free City 7. Holiday Spirit Parade and Hospice Light up

Objectives	Performance Measures	Results/Status
		a Life 8. Franklin Trail video 9. Trick or Treating in the Downtown 10. "Thrive" related video Staff coordinated with Special Districts, as needed, regarding use/scheduling of GATV channel 21.
◆ Production and distribution of three issues of the City Newsletter (Winter or Spring, Summer, and Fall editions)	1. Oversee and participate in preparation and editing of three City Newsletters.	The following City newsletters were completed and included as an insert in the Coastal View News as follows: Summer 2013 Fall 2013 Spring 2014
◆ Participate and represent the City in various community events.	1. Support and participate in community activities and represent the City on the annual Community Award Banquet Committee. 2. Support events taking place in the Downtown "T", including Independence Day activities, Holiday Spirit activities, Halloween Safe Trick or Treating.	Served on steering committee for annual Community Award Banquet and supported Chamber-sponsored community events. As Staff Representative to Downtown-T Business Advisory Board (DTBAB), actively participated in planning of sponsored events in the Downtown "T", including 2 parades, and Safe Trick or Treating in the Downtown "T"
◆ Prepare and monitor annual budget for Communication and Community Promotions	1. Evaluate and prepare annual budget. 2. Meet with Administrative Services Director to verify final	Annual budget for Division was adopted and expenditures were monitored throughout the

Objectives	Performance Measures	Results/Status
Division.	budget figures. 3. Monitor expenditures on a monthly basis during fiscal year.	year. Budgets were also monitored for DTBAB and Carpinteria First Committee.
◆ Provide staff support for Council-appointed Downtown-T Business Advisory Board (DTBAB).	1. Confer with Chairman of the Board/Committee to schedule and coordinate meetings and assist in preparation and posting of agendas. 2. Ensure meetings are officially noticed and in compliance with California's Brown Act. 3. E-mail agenda and copy of minutes of previous meeting to each of five Board members. 4. Provide copy of approved minutes to City Council and City Manager.	Worked with Board Chairman to prepare and post agendas for bimonthly meetings, distributed approved minutes to the City Council and City Manager. Attended bimonthly Board meetings and support activities of the DTBAB.
◆ Ensure coordination between the staff DTBAB representative and the HOST Program Coordinator and Carpinteria First staff liaison regarding events of mutual interest in the Downtown.	1. Staff DTBAB representative, the Coordinator of Volunteer Services, and the City's Carpinteria First Committee liaison to meet as needed to coordinate events of mutual interest.	On-going.
◆ Provide resources and support for the DTBAB.	1. Attend scheduled meetings, plan short term and long-term projects and events. 2. Maintain annual calendar of events. 3. Support and assist DTBAB in coordinating activities,	Attended bimonthly meetings to plan short term and long term projects and support Board members in coordinating events and activities in the Downtown "T"

Objectives	Performance Measures	Results/Status
	keeping merchants advised of upcoming events and encouraging merchants to participate in events and projects taking place in the Downtown "T". 4. Assist in planning and organizing DTBAB-sponsored annual events in the Downtown "T" including the Independence Day Parade, Safe Halloween Trick or Treating, Holiday Spirit Parade.	HOST Program volunteered to assist the Board in distributing information to merchants in the Downtown "T" regarding upcoming events. Staff attended bimonthly meetings and assisted Board in responding to questions and concerns of Downtown "T" merchants regarding parking issues" and planning of events in the Downtown, the banner system coordinating colors of the Carpinteria Flag was updated for display in the "T".
◆ Assist in determining annual revenue and preparing annual Assessment District 4 budget.	1. Determine anticipated revenue from Business Assessment fees paid by Downtown merchants and allocate funds for annual budget. 2. Monitor budget and keep Board advised of status of revenues and expenditures on monthly basis.	Worked with Finance Supervisor to monitor revenue from Business Assessment fees. Conferred with Board Chairman to prepare and monitor annual budget.
◆ Assist in preparing annual District 4 report for City Council.	1. Meet with DTBAB Board Chairman to review year's calendar of events, revenue and expenditures. 1. Provide updated information to Board prior to their making recommendations regarding parking assessments and general	Provided Board with information to assist them in making recommendation to the City Council regarding assessments for District #4 which are included in the Board's annual report.

Objectives	Performance Measures	Results/Status
	business assessment fees. 2. Prepare annual report to City Council for signature of Board members.	Assisted Board Chairman in preparing annual report for presentation to City Council.

Volunteer Services:

Objectives	Performance Measures	Status/Results
Develop and implement strategy for collaborating with departments in the recruitment, engagement, recognition and support of volunteers.	1. Manage a city-wide volunteer management database to track City volunteers, manage volunteer contact information and positions, record volunteer activity and maintain program rosters.	Continued to maintain the City's volunteer management database, which seamlessly tracks volunteers, contact information, position placement, hours of service, etc. This database is updated as needed.
Increase community investment by bringing visibility to and engaging community members in the programs and services the City has to offer.	1. Formalize the City Volunteer Program by developing position descriptions for all volunteer positions offered and collect application packets for all City volunteers. 2. Develop and implement a standardized New Volunteer Orientation for all City volunteers.	Formal volunteer positions descriptions have been created for all volunteer positions that are currently being offered. New position descriptions are written for all new volunteer positions before they are posted publically. Additionally, all current volunteer opportunities are posted on the City's website and on VolunteerMatch- one of the largest online volunteer recruitment websites available. All interested individuals are forwarded directly to the Volunteer Services Coordinator for follow up. A new volunteer orientation was

		developed and implemented for prospective volunteers this year. The manual contains important information on the City and our Volunteer Services programming. To allow the orientation to be delivered in different formats, an orientation manual and presentation was created.
Develop and implement a standardized, city-wide volunteer recognition program to bring consistency and equality to the recognition of City volunteers across programmatic lines.	1. Design and host a volunteer recognition event for all City volunteers.	During this fiscal year, a formal volunteer recognition program was not developed citywide, however, we hope to address this next fiscal year. A volunteer recognition event was conducted in relationship with the HOST Program and formal awards were implemented.
Develop strategy for creating more consistent communications with City volunteers and implement communications plan.	1. Create and distribute quarterly communication to all City volunteers.	During FY14, a volunteer communications plan was not created, however, all volunteers will be added to the City Advance monthly e-newsletter to provide them with details about City happenings. A monthly CERT e-newsletter was created and maintained to keep trained CERTs informed.
Develop and implement standard operating procedures for the HOST program.	1. Create and facilitate HOST volunteer and Day Captain trainings. 2. Manage HOST kiosk materials, distribution and kiosk utilization policy.	A new manual was developed for all City HOSTs and Day Captains to clearly outline program purpose, expectations and operating procedures. All new HOSTs receive training when they join the program and all returning HOSTs receive refresher training annually.

		All materials that are distributed through the Visitor Center have been standardized and an inventory/tracking system was developed to account for items in stock and those items of high/low demand. Additionally, a materials distribution policy was created to address the items we will and won't distribute. This fiscal year, a new City map and Visitor's Pocket Guide was designed and produced. It provides visitors with an easy to use map that highlights local places to see and provides them with important local information.
Develop leadership volunteer positions for the HOST Program.	1. Develop new HOST volunteer leadership positions and recruit three volunteers to fill these roles.	The HOST Steering Committee continues to meet monthly to ensure the program is functioning at the highest level. They continue to play an active and vital role in evaluating the success of the HOST Program and takes a proactive role in making adjustments to the program to ensure continued success. Leadership positions were created within the Committee to allow for greater participation and ownership over various areas of the program. All leadership positions that were created were filled and have been vital to all of the development efforts this program has undergone.
Develop and implement a NTN pilot program.	1. Create NTN program materials for outreach,	During this fiscal year, continued background research

	instruction and education. 2. Create neighborhood maps.	was conducted on similar programs in other cities. A draft neighborhood map was developed. During the next fiscal year, a more focused approach will be applied to develop this program.

Program: Economic Vitality

Accomplishments 2013-2014

Objectives	Performance Measures	Results/Status
◆ Coordinate business attraction and retention efforts with the City Manager and Community Development Department. ◆ Assistance of new and existing businesses, acting as a liaison, with regard to City/business issues, relocation, expansion needs, etc..	1. Initiate contact with prospective business inquiries (i.e., relocations, expansions) within two business days. 2. Businesses that require general assistance (e.g., signage, additional parking, etc.) will receive an initial call to discuss their issues within two business days.	1. Staff responded to / assisted various business related inquiries including availability of commercial real estate space. Staff met with owners / owner representatives of prominent downtown site to discuss various property related topics. Staff met with developers regarding potential hotel projects that included two sites on Bluff III and the Church of the Nazarene property. (Response time frames are not currently being tracked.)
◆ Represent City on applicable economic development related committees and attend applicable business functions	1. Participation in Chamber/City sub-committee meetings 2. Participation at Chamber functions (e.g., Chamber mixers, Annual Chamber Banquet, etc.) attend annual UCSB Economic Outlook Seminar.	1. Participated in recent Chamber / City sub-committee meetings. 2. Have attended Chamber of Commerce functions (e.g., Chamber mixers, State of the City function, and Ribbon Cutting events). Also attended the 2014 UCSB South Santa Barbara County Economic Summit and the 2013 Radius Real Estate and Economic Forecast. Also attended a Social Media and a Tourism Marketing seminar.

◆ Continued enhancement of City sales tax revenues.	1. Meet quarterly with City's sales tax auditor to review data 2. Monitor various top sales tax producers on an annual basis. Discussion topics to include lease status, plans to expand or relocate, miscellaneous business concerns, etc.	1. Staff met quarterly with a representative of the HdL Companies, the City's sales tax auditor, to review and discuss various City sales tax information. 2. Not completed.

Objectives	Performance Measures	Results/Status
◆ Conduct business visitations / tours to establish rapport with local companies and discuss any business related concerns or issues. ◆ Assist building owners/real estate agents by maintaining a database of buildings and sites in the community available for businesses.	1. Arrange one meeting every quarter with local businesses (e.g., top employers, sales tax producers, new businesses, etc.). As timing and schedules permit. Invitees will include 2 Council members, City Manager, Community Development Director, and Chamber representatives. 2. Update database every other month (or as needed) and e-mail periodic inventory updates to real estate agents.	1. Staff arranged business tours with Helix Medical and Lynda.com. Attendees included a City Councilmember, the City Manager, Assist. to the City Manager and Chamber of Commerce representatives. A tour with Dako is scheduled for June 2014. 2. The City's web based available commercial real estate inventory was updated during the year (although not on an every other month basis) and was available to real estate professionals, developers, building owners, businesses looking for commercial space, and the general public 24/7. Updates include adding new inventory, removing properties as needed, info. updates, etc. The inventory was also occasionally emailed to various recipients including commercial real estate related professionals. .

Objectives	Performance Measures	Results/Status
◆ Provide staff support for Council-appointed "Carpinteria First" Community Committee.	1. Provide staff support for Carpinteria First Committee, setting goals and objectives and establishing annual budget. 2. Confer with Committee / Committee Chair to schedule and coordinate meetings and assist in preparation and posting of agendas. 3. Ensure meetings are noticed and in compliance with the Brown Act. 4. E-mail agenda and draft minutes of previous meeting to Committee members. 5. Support Carpinteria First Committee in coordinating activities, keeping merchants advised of upcoming events and encouraging merchants to participate in events and projects taking place in the Downtown "T", Casitas Plaza and Shepard Place. 6. Maintain annual calendar of events.	1. Acted as Carpinteria First Committee staff liaison working with committee on events and budget review/preparation. 2. Worked on preparation and posting of meeting agendas/notices. 3. Worked to ensure meetings are noticed and in compliance with the Brown Act. 4. Emailed various agendas to committee members. Draft minutes typically emailed to committee members by the Chair 5. Committee Chair sent event email correspondence throughout the year to various First Friday participants / businesses regarding First Friday and Saturday events. 6. Committee maintains a Calendar of Events. Committee promotes business throughout the year through First Friday and Saturday events (e.g., Snow Day, Surf's Up, Chalk the Walk, etc.) Various advertising venues were used throughout the year to promote events / Carpinteira including Explore Santa Barbara--Santa Barbara Newspress publication, Coastal View News, Carpinteria Magazine, K-Lite radio, City scroll and GATV to air Shop Carpinteria promotion.

Program: Community Services Support

Accomplishments 2013-2014

Goals	Performance Measures	Results/Status
◆ Timely submittal of Community Service applications to providers for the 2013-2014 fiscal year.	Submit Community Service applications to the various providers 30 days prior to the first 2013-2014 City budget hearing.	Applications sent to Community Service providers on April 29, 2013. (Two applications were also resent on 5/14/13 and 5/15/13.)
◆ Timely submittal of 2013-14 contracts to Community Service providers.	Forward contracts to the City's various community service providers as well as any other designated community service grant recipients within 60 days of the passage of the 2013-2014 City budget.	All contracts submitted within 60 days to service providers that were designated for funding.
◆ Complete Community Service Contracts with service providers	Obtain appropriate signatures and transmit completed contracts to service providers.	All 2013-14 contracts finalized and transmitted.

Program: Records Management

Accomplishments 2013-2014

Objectives	Performance Measures	Results/Status
◆ Insure that the City conducts their business in an open manner in compliance with the California Brown Act	1. Prepare 80 public notices for publication in newspaper, post at required locations, and mail to all required parties/agencies. 2. Provide written notice to all property owners within 300' radius of projects as required. 3. Prepare notices of vacancies for all boards/commissions.	Prepared, published, posted and mailed 62 notices. Completed for all noticing. Prepared, posted and published 5 vacancy notices.
◆ Provide for the complete and timely publishing of City Council meeting agenda packets. ◆ Insure timely compliance with all Public Records Act Requests.	1. Publish and post minimum of 24 City Council agenda packets 2. Publish and post 2-6 agenda packets for special meetings. 3. Respond to 12 Public Records Act Requests	Completed. Completed for 3 special meetings. Responded to 32 PRA requests
◆ Implement the City's Records Retention Program by preparing old records in off-site storage for destruction.	1. Process for destruction 75 records (files) annually.	No records have been destroyed this fiscal year. In process of finalizing inventory of records to be submitted for approval of destruction.

Objectives	Performance Measures	Results/Status
◆ Insure compliance with requirements of the Fair Political Practices Commission.	1. Process required 48 Statements of Economic Interest Form 700 for Council, Boards/Commissions and staff.	Processed total of 57 Form 700 and 38 Campaign Statement filings.
◆ Provide for the City's processing of Agreements.	1. Retain 125 various types of agreements and process 8 new agreements annually.	Processed 41 new agreements this year.

Program: Elections

Accomplishments 2013-2014

Objectives	Performance Measures	Results/Status
◆ There is no election this fiscal year	N/A	N/A

PROGRAM: Staff Recruitment, Retention and Development

Accomplishments 2013-2014

Objectives	Performance Measures	Results/Status
◆ Establish and monitor recruitment, testing and selection process for full-time, part-time and seasonal positions.	1. Within five days of first notice of any position vacancy, meet with City Manager and Department Head regarding potential vacancy. 2. Place recruitment ads for 100% of open positions to be filled through open recruitment. 3. Review 100% of applications received for advertised position, including applications for part-time and seasonal employment. Follow through with appropriate written response to each applicant. 4. Prepare testing and interview materials for 100% of open positions. 5. Select minimum of three qualified individuals to serve on Oral Board for each interview process. 6. Schedule the most qualified applicants to participate in selection process within 60 days of first notice. 7. Confer with Oral Board and Department Head to establish eligibility list. 8. Check minimum of three references on successful candidate. 9. Send letter of offer to	The Human Resources Administrator together with the Management Assistant of Parks and Recreation were involved in the selection process of applicants for seasonal part-time employees in the Recreation Department which included review of applications, scheduling oral board interviews, checking references, scheduling health screens, criminal background check and employee orientation. Twenty-seven individuals have been hired to join thirty-nine returning employees for positions in the beach and community pool recreation programs. An extensive advertising for the Civil Engineer position. Fifty resumes were received. Five candidates were invited to interview before an oral board made up of five professional. A candidate was selected and hired in October 2013. Additionally, forty-five resumes were received and reviewed for the Part time Maintenance Worker for Public Works. 4 candidates were invited to interview before an oral board made up of four professional. A

Objectives	Performance Measures	Results/Status
	successful candidate within 10 days of Oral Board and appropriate letters advising each candidate of status. 10. Upon acceptance, schedule required pre-placement medical examination depending on protocol for position.	candidate was hired and selected in November 2013.
◆ Coordinate and administer Employee Benefits Programs.	1. Coordinate, administer and enroll 100% of eligible employees in employee benefit programs for full-time employees and 5 Council members when eligible for health, dental, life insurance, wellness program, disability plans, retirement, vision and fitness program. 2. Coordinate and monitor annual sign up of 100% of full-time employees and Council members in AFLAC Flexible Benefit Program and Transamerica Insurance.	Eligible employees were advised of the employee benefit program appropriate to their position. Another supplemental insurance carrier Transamerica Insurance, offered voluntary accident, critical illness and cancer insurance to City employees. Four open enrollment meetings were conducted for Transamerica as well as AFLAC products. Worked with the City's insurance broker to improve benefits and ensure premium insurance rates are competitive. Annual sign up was conducted in November.

Objectives	Performance Measures	Results/Status
◆ Review and update position descriptions for conformance with responsibilities and duties being performed.	1. Within ten days of first notice of a position vacancy, analyze staffing needs for affected department and review job description. 2. Conduct on-going review of job descriptions for conformance with duties being performed.	The City operates on a very limited staff and staffing needs are reviewed and analyzed on an on-going basis Three new positions in Public Works were created and approved by the Council in May 2013 (Civil Engineer, Engineering Technician and part time Maintenance Worker). The Human Resources Administrator assisted the Public Works Director in writing the job descriptions. The Human Resources Administrator reviewed, classified and set-up the wage scales of the positions.
◆ Assist Supervisors in preparing annual employee performance evaluations.	1. Assist Supervisors in preparing formal annual employee performance reviews on 100% of 32 full-time employees between May and June 30, 2014, matching performance to department goals and objectives. 2. Help foster better communication between supervisors and employees. 3. Assure that appointment and promotion of employee is based on merit and performance evaluation. 4. Confer with Parks and Recreation Director to ensure annual evaluations are completed on part-time and seasonal	The City uses Performance Pro Computer Software Program to conduct annual performance reviews on thirty-two full time employees. Promotion and salary increases are based on performance evaluation. Seasonal part-time employees are evaluated at the end of the summer season. The City's new Performance Evaluation software Performance Pro were implemented. A series of nine mandatory training were conducted for all employees. Additionally, a one-on-one training were conducted by the Human

Objectives	Performance Measures	Results/Status
	employees.	Resources Administrator for three managers and supervisors.
◆ Maintain appropriate information and secure files documenting the employment records of each City employee.	1. Maintain appropriate documentation in a confidential personnel file for 100% of full-time, part-time and seasonal City employees. 2. Control confidentiality of all applications and personnel files. 3. Maintain file on Student Volunteers earning hours for graduation requirement for community service.	Personnel files are confidential and maintained in the Human Resources offices.
◆ Continue to review Administrative and Personnel Rules and Regulations and Employer-Employee Relations Policy for any new updates necessary to ensure compliance with Federal and State law.	1. Periodically review policies to ensure compliance with Federal and State laws.	On-going. Personnel policies are reviewed periodically to ensure compliance with Federal and State laws.

Objectives	Performance Measures	Results/Status
◆ Update of Employee Handbook for distribution to employees.	1. Finalize revisions to the Employee Handbook, referencing current administrative and personnel rules and regulations. 2. Prepare handbook for distribution to regular, full-time employees and Council members in order to provide up-dated information regarding the City, its functions, benefits, regulations and basic information in areas of common interest.	On-going. Personnel policies are reviewed periodically to ensure compliance with Federal and State laws

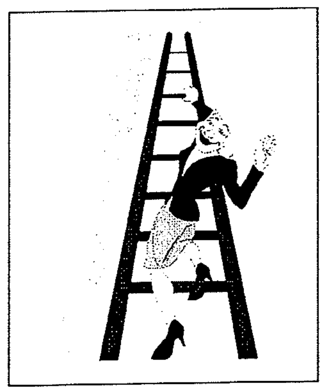
Objectives	Performance Measures	Results/Status
▸ Encourage employee participation in training opportunities, including safety, technical and computer training classes, attending workshops sponsored by CJPIA and other 3rd party training workshops.	1. Maintain a well-trained professional and responsive organization by providing a minimum of at least two training opportunities for 100% of 32 full-time employees consistent with the training goals established for each classification. 2. Encourage attendance at computer training classes, safety training programs and EAP programs on current personnel-related issues. 3. Monitor on-the-job training for 100% of new hires at 3 months, six months and one year. 4. Monitor safety training and certification program for recreation personnel.	To date, the Human Administrator coordinated, facilitated and scheduled approximately fifteen various safety, computer and customer services training for employees which included: Conflict Communications Skills, Conflict Resolution Fundamentals Training for Code Compliance Officers; Effective Public Speaking; CPR, First Aid and AED, Contract Administration Training, Business Writing Fundamentals, Excel 2010, Heat Illness Prevention, Injury and Illness Prevention Training for all employees and Electrical Safety, Chain Saw Safety, Aerial Lift Operator, Hazard Communication, First Responder-Hazmat training for the Public Works Staff. In addition, the Pool Superintendent received Pool Operators renewal certification. Finally, some of the management staff attended CJPIA Risk Management Conference in November 2013.

Objectives	Performance Measures	Results/Status
◆ Provide guidance and assistance to City Manager and Department Heads on Personnel-related issues and establish and maintain procedures for dealing with personnel issues.	1. Provide on-going counseling and technical assistance to City Manager, four Department Directors and appropriate management staff on personnel-related issues and ensure staff's understanding of existing policies and rules 2. Interpret personnel policies and procedures and ensure compliance with FLSA and employment law and regulations affecting local governments. 3. Attend training programs and workshops on personnel and health-related issues, benefit programs and legislative up-date seminars.	All employees are encouraged to take advantage of the training opportunities available to them. In addition to the workshops sponsored by CJPIA, computer classes through Lynda.com as well as Lunch and Learn training classes are available for a variety of programs and levels. The HR administrator attended a Labor Law update in February 2014.
◆ Provide orderly procedure for resolving disputes regarding wages, hours and terms and conditions of employment.	1. Respond to 100% of inquiries regarding wages, hours and terms and conditions of employment and coordinate process for handling disputes. 2. Meet with City Manager and representatives from the Public Works and General Service employee units to review and discuss for discussion and/or clarification of issues covered under the Memorandum of Understanding, effective fiscal years 2012 – 2014.	HR Administrator and City Manager together with the representatives from Public Works and General Service employee units met and conferred on issues covered under the MOU during the months of April – June 2012. HR Administrator investigated, responded, and took action on eight employee disputes.

Objectives	Performance Measures	Results/Status
◆ Review Memorandum of Understanding between the City of Carpinteria and the Service Employees International Union (SEIU) Local 620 representing Public Works and General Service Units.	1. Review conditions of the current Memorandum of Understanding between the City and SEIU and meet with City Manager to discuss renewal of current contract. 2. Confer with City Manager and labor attorney, when appropriate, regarding negotiation process and related personnel issues. Upon agreement prepare documents and resolution for Council approval following negotiations.	Document clarification re interpretation of MOU.
◆ Review non-negotiable Agreement for Conditions of Employment for Management and Miscellaneous Personnel and the non-negotiable document outlining conditions of employment for hourly rated part-time and seasonal employees.	1. Review the non-negotiable documents for Management and Miscellaneous employees and for the part-time, hourly rated and seasonal employees. Make changes as appropriate. Prepare resolution for approval by the City Council.	Document was reviewed with the City Manager and labor attorney.
◆ Develop reciprocity with other agencies concerning classification and compensation surveys	1. Respond to approximately ten surveys from other agencies relating to personnel-related issues, job classifications, compensation and benefits. 2. Respond to personnel related surveys from CJPIA.	Human Resources respond to a number of surveys from other agencies on various personnel issues, including participation on full total compensation survey for the City of Goleta.

Objectives	Performance Measures	Results/Status
◆ Coordinate Employee Service and Recognition Programs.	1. Coordinate and administer Employee Service Award Program recognizing five, ten, fifteen, twenty, twenty-five and thirty years of service for City staff members with presentations made twice a year; acknowledge leadership and service of citizens on City Boards, Commissions and City Council. 2. Send floral arrangements from City staff and Council as appropriate throughout the year and arrange presentation of wreath at the Memorial Day Services held at the Carpinteria Cemetery.	Employee service awards were presented in October 2013. Additionally, the Sheriff department staff was also acknowledged and presented with service awards.
◆ Monitor Contract Services under Human Resources Division.	Lincoln Life Insurance (Employee Connect and Life Keys Services). Employee Assistance Program offers a comprehensive EAP program for professional assistance to City employees and their immediate families. Additionally, the City brought in Transamerica Life Insurance to offer supplemental accident, cancer and critical illness supplemental insurance.	On going

Objectives	Performance Measures	Results/Status
◆ Evaluate and improve procedures for maintaining computerized personnel programs.	1. Strive to enhance computer programs to input and reconcile data for personnel record-keeping.	Purchased and administered Lynda.com web-base computer training and scheduled a Lunch and Learn employee training. A training data base as well as employee data base was created and updated by the HR/Risk Manager.



PROGRAM: Risk Management

Accomplishments 2013-2014

Objectives	Performance Measures	Results/Status
◆ Follow proven practices of risk management in order to minimize the City's liability exposure.	1. Ensure that liability claims are reported to CJPIA claims adjuster Carl Warren & Company within required time frame and review monthly summary reports. 2. Schedule safety inspections in accordance with the City's Injury and Illness Prevention Program. 3. Coordinate annual Risk Management Evaluations and audit inspections. 4. Maintain confidential DMV pull-notice driving reports.	Thirteen claims were forwarded to Carl Warren & Company. Eight claims have been closed as of May 31, 2014 report. Annual safety inspections were conducted by CJPIA. Additionally, the safety committee conducts a quarterly safety inspection. We continue to monitor driving records of those individuals required to drive City vehicles in accordance with the DMV pull notice program.
◆ Act as liaison with CJPIA in reporting and monitoring workers' compensation claims and in monitoring transitional return to work policy	1. Follow required reporting procedures to ensure that 100% of workers' compensation claims forms are submitted in a timely manner. 2. Review monthly summary reports. 3. Monitor transitional return to work policy and work with Department Heads to identify restricted work duties. 4. Confer with Supervisor to ensure follow-up safety measures are taken. 5. Reduce lost time from injuries by 50%.	Six worker's compensation claims were reported to CJPIA. One claim resulted in a CalOSHA General Citation.

Program: Risk Management

Objectives	Performance Measures	Results/Status
◆ Implement a comprehensive safety and loss prevention program for all City employees. Schedule and encourage employees to attend training workshops sponsored by the CJPIA.	1. Facilitate and coordinate training programs toward implementation of a comprehensive safety and loss prevention program. 2. Work with Public Works Supervisor to schedule annual First Responder, Safety, HazMat and other OSHA required training. 3. Schedule at least 6-10 CJPIA safety training classes annually.	The City continues to schedule extensive training for employees, including workshops and training through the California Joint Powers Insurance Agency (CJPIA). The Public Works staff attended Electrical, Chain Saw, Aerial Lift Operator, Hazard Communication and First Responder's Hazmat Training. Currently more safety training is being scheduled with CJPIA and other 3rd party training companies. Additionally, the HR/Risk Manager conducted Heat Illness Prevention and Injury and Illness Prevention Training to all employees.
le ◆ Advise staff of changes in safety regulations and provide loss prevention information and direction to other City departments.	1. Attend CJPIA annual Risk Management Training Workshops and Seminars as required to keep abreast of current regulations and standards. 2. Encourage staff attendance at training workshops. 3. Apprise staff of new Federal and Cal OSHA regulations and standards.	Some Management staff attended the annual CJPIA Risk Management Conference in November 2013.
◆ Conduct annual review of Department Emergency Procedures	Coordinate annual Department Emergency Procedure meetings to instruct employees on actions to be taken at the time of an emergency.	Annual Emergency Procedure meetings are held by each Department Head with their employees.
◆ Review Fire Prevention Plan consistent with the requirements of Title 8 CCR GISO, Section 3221 as recommended by	1. Facilitate annual Fire Prevention Plan. 2. Conduct annual fire extinguisher training for employees. 3. Expenditures and goals related to emergency	The Fire Prevention Plan review includes annual fire extinguisher training for all employees.

***Program*:** Risk Management

Objectives	Performance Measures	Results/Status
CJPIA.	preparedness and response training can be found in the Emergency Preparedness Section of the budget.	
◆ Work with City Clerk and Department Heads to incorporate appropriate risk transfer elements in developing contract documentation and tracking procedures to monitor contractor compliance as recommended by the CJPIA.	Confer annually with City Clerk and Department Heads to ensure documentation of contract compliance and monitoring of contracts.	Currently the City Clerk has the original City contracts for all departments.
◆ Work with Parks and Recreation and Public Works Departments to monitor a maintenance and inspection program and schedule staff training to meet safety guidelines established by the U.S. Consumer Product Safety Commission as recommended by the CJPIA.	1. Meet with Parks and Recreation Director and Public Works Director once a year to review compliance with safety guidelines for playground equipment 2. Provide Playground Safety training/certification for Parks and Maintenance Facilities Technician.	Parks Maintenance Facilities Technician receives training certification on Playground Safety.

Program: Risk Management

Objectives	Performance Measures	Results/Status
◆ Work with Public Works Department to inspect and monitor City facilities, streets and sidewalks to identify hazardous conditions.	1. Annually review with Public Works staff protocol for performing periodic inspections of City facilities and streets and sidewalks to identify and document hazardous conditions and deficiencies. 2. Ensure that tree-trimming maintenance programs are established as claim prevention measures. 3. Monitor liability claims with goal to reduce by 50%.	Annual street and sidewalk inspection are conducted by Central Coast Surface. A computer database is set up to track inspections. Database is established for tracking tree trimming and maintenance programs.
◆ Schedule meetings with Employer/Employee Occupational Health and Safety Committee for facility inspections and analysis of loss control, in compliance with Injury, Illness and Prevention Policy. ◆ Coordinate review of planned and on-going ADA related projects	1. Schedule Health and Safety Committee meetings on a quarterly or as-needed basis. 2. Have minutes of meeting recorded, identify safety risks, respond to safety concerns reported by employees, counsel employees on safety measures, rules and regulations and provide loss prevention direction 3. Monitor ADA compliance. 4. Meet annually, or as needed, with applicable department heads regarding planned and on-going ADA related projects.	The Health and Safety Committee meetings are held on a quarterly and as-needed basis. A Management Safety Committee was created in April to ensure proper communication between the Public Works and Parks and Recreation Departments on special tasks and projects. The City Manager, Public Works Director, Parks and Recreation Director and Human Resources/Risk Manager are members of the committee and meets monthly. Minutes of the Safety Committee meetings were recorded and safety issues, measures, training and incentive programs are discussed.

Program: Risk Management

Objectives	Performance Measures	Results/Status
◆ Complete insurance renewal application forms as required; submit information for insurance coverage on new equipment, vehicles and property. Prepare and monitor budget for Risk Management Division.	1. Coordinate with Administrative Services Director to determine Retro and Primary Deposit figures and budgeted expenses. 2. Complete renewal application forms for All Risk Property Insurance, Crime Prevention Program, Environmental Insurance and Property Insurance. Maintain Vehicle Schedules and property inventory. 3. Prepare and monitor Division's annual budget.	The Administrative Services Director and Human Resources Administrator/Risk Manager work together to determine the Retro and Primary Deposit figures. All applications for coverage through the CJPIA have been completed and submitted in a timely manner.

Program: Law Enforcement

Accomplishments 2013-2014

Goals	Performance Measures	Results/status
◆ The Sheriff's Department will work to accurately track the workload of the assigned FTE's to properly assess and make adjustments to the quality and quantity of services provided by the Police Services Contract.	Tracking Mechanisms 1. Number of UCR Part 1 crimes per FTE 2. Number of Reports per FTE 3. Number of Citations per FTE 4. Number of Calls total 5. Number of Calls per FTE 6. Self-initiated activities 7. Number of cases assigned 8. Number of cases cleared 9. Number of cases cleared by arrest 10. Number of cases cleared per FTE	1 5 UCR Part 1 Crimes per *FTE 2 135 Reports per *FTE 3 13.5 Criminal Citations per *FTE 4 9388 Calls total 5 782 Calls per *FTE 6 Currently unable to track independently from calls for service (#4) 7 1616 Cases, clearance rate and arrest rate unavailable (#9-10) *FTE calculations are for patrol personnel only
◆ The Sheriff's Department in concert with the City will conduct an on-going on-line survey to determine and track customer satisfaction.	Survey Measures 1. Residents reporting contact with the Sheriff's Department within the past 12 months; How they rated the quality of their contact(s) 2. Citizen ratings of their safety in their neighborhoods during the day 3. Citizen ratings of their safety in their neighborhoods during the night 4. Citizen ratings of safety in the business areas during the day 5. Citizen ratings of safety in the business areas	Due to staffing limitations and reductions this performance measure was not completed in the manner originally designed. Computer and data based collection and review could not be achieved. Community contact and satisfaction has been measured by face to face communications at public events such as Coffee With A Cop and at ongoing public events.

	after dark.	
◆ The Sheriff's Department will meet or exceed the current level of Community Out-reach in an effort to improve the relationship between the Sheriff's Department and the community.	1. The Sheriff's Department will respond to requests for community speakers (Business Watch, Neighborhood Watch, school programs, etc.) within 2 days of the request. 2. The Sheriff's Department will conduct 1 Community out-reach forum per quarter.	1. Several speaking events and similar out reach programs were conducted throughout the year at community events, schools, faith based meetings, and similar meetings. 2. Coffee With A Cop was started this year and will continue on a monthly basis as long as the community shows an interest in this form of outreach and communication.

Program: Emergency Preparedness

Accomplishments 2013-2014

Objectives	Performance Measures	Results/Status
Establish trust and build ongoing relationships with the community to increase awareness of disasters and how to be prepared before, during and after they occur.	1. Reach 1,500 Carpinteria residents with *Don't Panic! Prepare!* preparedness information, starter emergency supplies kits and survival guides. 2. Coordinate multi-agency community preparedness event in September 2013.	Through the Aware & Prepare Initiative grant, the City reached 446 residents with a starter emergency supplies kit and a "survival guide" with life-saving tips. In September 2013, the City hosted five disaster preparedness stations with local businesses to distribute free starter emergency supplies kits to local residents. Participating businesses were Albertson's, Carpinteria Valley Lumber, Do It Best, Vons and the Farmer's Market. Through the five events, over 430 households received emergency supplies kits and countless others received critical preparedness information.
Establish relationship with Carpinteria Unified School District to reach staff and students with critical preparedness information and assist with the development of a plan for the District's Emergency Sheds.	1. Attend quarterly School Safety Committee meetings. 2. Develop plan to update four School Emergency Sheds.	The Emergency Services Coordinator attended CUSD Safety Committee meetings during the 2013-2014 academic year. Continued conversations with the Committee regarding the CUSD Emergency Sheds. Site visits were conducted at all sheds in early 2013. A project proposal with recommendations for the

		sheds will be drafted next fiscal year.
Develop plan for working with the business community and residents in the tsunami inundation area to explain the TsunamiReady program and to gather input on their preparedness needs.	1. Reach 80% of businesses and residents in the tsunami inundation zone with vital tsunami preparedness information.	The tsunami preparedness section of the City's webpage continues to be monitored to inform residents of the risks and how to be prepared. A tsunami awareness presentation was developed and is available to be delivered to community groups, upon request.
Collaborate with the Santa Barbara County CERT Committee to strengthen CERT outreach, training and participation.	1. Host two advanced CERT trainings in Carpinteria. 2. Participate in the planning and implementation of a county-wide CERT drill in Carpinteria. 3. Facilitate the development and growth and implementation of the Santa Barbara county CERT Corps.	Hosted two advanced CERT trainings. In September 2013, we hosted an Emergency Communications course that was delivered in partnership with the Amateur Radio Emergency Services. In January 2014, we hosted a Leadership in Action training to develop strong leaders within the CERT community. Coordinated the development and facilitation of the 2013 Santa Barbara County CERT Drill. Over 150 people from Santa Barbara County participated as CERTs, drill volunteers, official evaluators and make-up artists. The drill was widely successful and we received great feedback during the debriefing process that will help us improve these drills in the

		future. Coordinated with City of Santa Barbara and UCSB CERT Program Managers to form the Santa Barbara County CERT Corps, a group of CERT volunteers who are committed to building long-term, sustainable CERT programs in our local communities. Participated in monthly meetings, hosted advanced training opportunities and provided support to our volunteer partners.
Develop and implement a yearly training calendar for City staff that addresses critical training needs as well as other initiatives mandated by Federal, State and County agencies.	1. Facilitate four City staff trainings on NIMS, SEMS, WebEOC, video conferencing and other critical disaster preparedness and response topics annually. 2. Host Public Information Officer (PIO) training for City staff who are bilingual and/or have a background in public information. 3. Create Disaster Services Worker tools and resources for City staff.	This year, several trainings were offered to City employees to increase their knowledge and ability to respond to local disasters. Focused attention was placed on training employees for the role they will play in the City's Emergency Operations Center (EOC). Four lunch and learn style trainings were developed and facilitated, targeting specific knowledge, skills and abilities staff would need to successfully operate in the EOC. An average of 13 employees attended each training. This fiscal year, we did not offer a PIO training, however, we did assign three employees to be PIOs during a disaster and will work to send them to a training course next fiscal

		year. An Employee Notification & Reporting Procedures Guide is currently under development regarding employee responsibilities as Disaster Services Workers and a training will take place in late June to emphasize these responsibilities with staff.
Design, implement and evaluate internal and city-wide disaster exercises with assistance from County OEM, Carpinteria-Summerland Fire District, Santa Barbara Sheriff's Department and Special Districts.	1. Facilitate four disaster exercises with City employees and partner agencies.	A multi-agency emergency response exercise did not take place in FY14. However, each of the four lunch and learn trainings had a table top exercise component, so attendees could test information learned during the course in real-world scenarios. Additionally, to test the City's Emergency Action Plan, a City Hall evacuation drill was coordinated and activated in cooperation with the Santa Barbara County Sheriff's Department.
Offer continuing education for Elected Officials.		
Develop and update critical emergency response plans.	1. Update the City's Emergency Response Plan. 2. Create a Continuity of Government Plan. 3. Create an EOC Activation Handbook.	The City's Emergency Operations Plan (EOP) is currently under review. The updated EOP is projected to be released in late 2014. During this fiscal year, research was conducted on Continuity of Government

		(COG) plans. The City COG plan is projected to be completed in 2015. This fiscal year, a draft EOC Activation Handbook was created. A final version will be updated and released after the City's Emergency Operations Plan is completed. In addition to creating plans, the Carpinteria Oil & Gas Plant Systems Safety Review Group was reactivated after a several year hiatus. A successful Review Group meeting was convened.17 attendees from 12 agencies participated. The City received critical input from various agencies regarding local oil and gas activities and regulatory standards.
Design public education campaign to reach residents with emergency alert information and describe the benefits of being StormReady and TsunamiReady.	1. Achieve StormReady and TsunmaiReady status.	This fiscal year, continued steps were taken in the process to become certified as a StormReady and TsunamiReady city. The City will continue to work with NOAA on the requirements to receive this designation.
Develop relationship with State Parks to reach Carpinteria State Beach visitors with vital tsunami preparedness and response information.	1. Meet with State Parks administrators annually to discuss tsunami preparedness and response information for visitors.	Annually, the City checks in with State Parks regarding the tsunami signs that were posted at the beach. We will continue to work with them to provide information to visitors.

Increase emergency response capabilities at City Hall.	1. Create City Hall emergency supplies needs list, build emergency supplies storage container and acquire emergency supplies. 2. Create and update City EOC kits.	Emergency supplies were not acquired for City Hall this fiscal year. Further research into the storage and maintenance of supplies needs to be conducted and coordinated with other site projects. EOC Kits for all Sections were updated with critical information. Revisions will continue to happen annually as part of an ongoing maintenance plan.

Program: Financial Management Services

Accomplishments 2013-2014

Objectives	Performance Measures	Results/Status
	Accounting	
◆ Provide for the complete, accurate and timely recording of accounting transactions;	1. Process, review, sign and file 2,000 A/P checks 2. Process IRS Forms 1099 on time for eligible vendors 3. Process 80 petty cash transactions 4. Process quarterly fund interest allocation calculations 5. Process semi-annual cash bond interest allocation	1. Processed 2,451 A/P checks 2. Processed 382 IRS Forms 1099 3. Processed 91 petty cash transactions 4. Completed 5. Completed
◆ Safeguard City assets	1. Maintain fixed assets accounting system 2. Complete 12 bank reconciliations	1. $1,041,337 in capital purchases and equipment 2. Completed
◆ Provide for the City's cash flow needs	1. Process 36 bank wire transfers 2. Process 2,700 cash receipts transactions 3. Prepare 248 bank deposits 4. Process monthly Community Development private projects accounting statements 5. Perform collections on 147 PBIA assessments 6. Process SB90 mandate reimbursement claims 7. Collect City Business License Taxes 8. Prepare monthly cash receipts, disbursements and cash balance by fund report for Council	1. Processed 72 bank wire transfers 2. Processed 2,502 cash receipts transactions 3. Prepared 156 bank deposits 4. Currently 35 active projects 5. Eleven of 147 assessments, ($1,309) of $30,180 levied remain uncollected. Eleven are vacant or closed 6. Received $2,183 7. 130 of 1,411 (9.22%) businesses remain delinquent 8. Completed

Objectives	Performance Measures	Results/Status
	Auditing	
◆ Obtain unqualified audit opinions on all audits	1. Complete annual financial audit 2. Complete Measure D audit 3. Complete LTF audit 4. Receive the Government Finance Officers Association's award for Excellence In Financial Reporting	1. Completed with unqualified opinion 2. Completed, no findings 3. Completed, no findings 4. Received
Objectives	**Performance Measures**	**Results/Status**
	Payroll	
◆ Provide for the timely payment of employees	1. Process 26 biweekly payrolls for 33 full time and approximately 55 part-time employees 2. Provide personnel cost information to assist in development of the budget	1. Completed 2. Provided
◆ Provide for the timely payment of taxing authorities	1. Process 26 biweekly payments of federal, state and state disability deposits 2. Process quarterly tax withholding reports 3. Process annual W-2 forms for each employee	1. Processed 26 biweekly payments of federal, state and state disability deposits 2. Processed quarterly tax withholding reports 3. Processed 110 annual W-2 forms for each employee
◆ Ensure compliance with the Fair Labor Standards Act (FLSA) and employee memorandums of understanding	1. Review time cards 2. Provide instruction and guidance to employees and supervisors regarding overtime FLSA and MOU regulations	1. Reviewed time cards 2. Provide instruction and guidance to employees and supervisors regarding overtime FLSA and MOU regulations

Objectives	Performance Measures	Results/Status
◆ Provide financial administration for retirement programs	1. Process 26 bi-weekly payments for the Public Employees Retirement System (PERS), International City Manager's Association and Aetna Annuity Services 457 Plan 2. Reconcile quarterly retirement program statements	1. Processed 2. Reconciled

Objectives	Performance Measures	Status/Result
	Budgeting	
◆ Provide a plan to ensure the short and long term financing of City programs	1. Produce a five year long term financial plan document 2. Produce a one year program/performance budget 3. Produce a detailed line item appropriation budget 4. Receive the California Society of Municipal Finance Officers' Excellence in Budgeting Award 5. Produce monthly reports to monitor actual versus budgeted results and take corrective action	1. Produced 2. Produced 3. Produced 4. Received 5. Produced

Objectives	Performance Measures	Results/Status
Financial Reporting		
◆ Comply with all County, State, and Federal financial reporting mandates	**Annual Reports:** 1. Complete the Franchise Tax Board's annual sales tax remittance report 2. Conduct the annual Carpinteria Public Improvement Corporation meeting and report 3. Complete the annual appropriation limit computations for the City of Carpinteria and the City of Carpinteria Street Lighting District and hold the necessary public hearings 4. Complete the State Controller's Annual Street Report 5. Complete all Certificates of Participation Continuing Disclosure notifications 6. Complete the State Controller's Annual Report of Financial Transactions 7. Complete the 9 staff reports and 3 public hearings necessary to continue the Street Lighting District, the Parking and Business Improvement Area District and the Right of Way Assessment District 8. California Department of Conservation's Strong Motion Instrumentation and Seismic Hazard Mapping Fee report **Quarterly Reports:** 1. Investment reports to Council and the California Debt Advisory Commission	Completed (items 1-8)

Objectives	Performance Measures	Results/Status
◆ Provide informational reports per local ordinances	1. Provide expenditures report for review by Council at regular meetings 2. Assist with the annual Development Impact Fee review	Provided Completed
General Administration		
◆ Administer the Department in an efficient and cost effective manner	1. Attend City Council meetings as required 2. Attend required safety meetings 3. Attend 48 staff meetings 4. Complete performance review for the Finance Supervisor	Attended Attended Attended Completed
◆ Keep informed on finance issues	1. Attend monthly CSMFO chapter meetings 2. Attend annual CSMFO conference	Did not attend meetings or conference for budget concerns
◆ Perform all other duties as assigned		Performed

Program: Central Services 2013-2014

Accomplishments 2013-2014

Goals	Performance Measures	Results/Status
◆ Provide a safe, comfortable work environment for employees and for members of the public attending meetings	Manage utility and contract costs under budgeted amounts Maintain investment in City Hall facilities to avoid deferred maintenance costs	Total costs under budget
◆ Provide a responsive and open environment at City Hall	Respond to 100% of approximately 2600 phone calls and walk-in visitors to City Hall annually.	Responded
◆ Develop and begin implementation of non-routine repairs and improvements to Carpinteria City Hall	Execute top priority non-routine repairs and improvements to Carpinteria City hall as determined by City Staff	On-going

Program: Management Information Services 2013-2014

Accomplishments 2013-2014

Goals	Performance Measures	Results/Status
Provide technological hardware and software productivity resources	1. Upgrade workstations 2. Increase memory and speed	Completed
Ensure system reliability and data security	1. Perform daily tape backups 2. Providing security for shared data 3. Protect data by developing a backup strategy for individual users	1. Performed 2. Provided 3. Developed and maintained
Maximize the ease of use of system programs	1. Facilitate cross training 2. Monitor individual requirements	
Manage network applications	Modify changes as needed	Completed

Community Development

Accomplishments 2013-2014

Objectives	Performance Measures	Results/Status
Administration		
◆ Respond to State mandated reporting requirements for the General Plan and the Housing Element.	Submit annual progress report for the Housing Element by April 2014 and the General Plan by May 2014.	The Housing Element Annual Report was submitted to the State in March 2014 and the General Plan Annual Progress Report was submitted in April 2014. Both documents were posted on the City's website.
◆ Use GIS technology to depict land use information in graphic reports.	Prepare semi-annual cumulative projects list and map to post on City website in July 2013 and January 2014.	The cumulative projects mapping effort was completed along with several other maps related to land use.
Advance Planning		
◆ Develop Design Guidelines for the Downtown Neighborhood.	1. Present draft to Architectural Review Board and Planning Commission in fall 2013. 2. Forward Architectural Review Board and Planning Commission recommendation to City Council within 30 days from date of final recommendation.	The Downtown Design Guidelines will be carried into the 2014 - 15 work program. An Masters student from Cal Poly SLO will begin work on the project in summer 2014 as a volunteer intern.

Community Development

Accomplishments 2013-2014

Objectives	Performance Measures	Results/Status
◆ Complete comprehensive update to Title 14 (Zoning) to bring regulations into conformance with General Plan/Coastal Plan, including a Historic Preservation Ordinance.	Circulate draft for public review in fall 2013. Hold two public work sessions to obtain input. Present draft to Architectural Review Board and Planning Commission within 45 days of release of public draft. Forward Architectural Review Board and Planning Commission recommendation to City Council within 45 days from date of final recommendation.	The draft Zoning Code Update was reviewed by the City Attorney. Additional work is being conducted by a consultant who will complete an updated draft in summer 2014. The performance measure will be carried forward into the 2014 – 2015 budget year.
◆ Maintain up to date regulations that respond to community needs and expectations	Complete updates to the Municipal Code regulations for various issues such as peddling permits.	The peddling permits update was not completed in the 2013 – 14 year and will be continued into the 2014 – 15 budget year. Code updates related to the Housing Element Update are in process and will be presented to decisionmakers in summer 2014.

Community Development

Accomplishments 2013-2014

Objectives	Performance Measures	Results/Status
◆ Revise zoning to match General Plan Land Use Designations through approval of a Local Coastal Program Amendment.	Present draft to Planning Commission in fall 2014. Forward PC recommendation to City Council within 30 days from date of PC recommendation. Submit City Council LCPA recommendation to California Coastal Commission within 30 days of Council recommendation. Accept Coastal Commission recommendations within 45 days of action.	The consistency rezones are in progress and will be presented to the Planning Commission in July 2014. The project will be continued into the 2014 – 15 budget year with Council review in summer 2014 and submittal to the Coastal Commission in fall 2014. The consistency rezones should be completed by spring 2015.
Development Review and Building		
◆ Implement an efficient and informative development review process.	Provide accurate and timely noticing for 100% of approximately 25 annual Planning Commission and ARB items. Issue an application complete or incomplete letter to 100% of approximately 10 annual project applications for Planning Commission review within 28 days of submittal. Issue an application complete or incomplete letter to 100% of approximately 15 annual	In 2013 – 2014, the ARB considered 27 different projects while the PC considered 16. All noticing was completed in a timely manner with no noticing errors. For the PC projects, 15 letters were issued within 28 days. This equates to a success rate of 94%. Twenty-two of 25 ARB items were issued a letter. Of the 22 letters, 20 were issued within the 25-day goal, or 91%. ARB applications are not subject to the Permit Streamlining Act.

Community Development

Accomplishments 2013-2014

Objectives	Performance Measures	Results/Status
	addition or alteration projects for ARB review within 25 days of submittal.	
◆ Provide timely processing of ministerial permits.	Complete the planning review process for 90% of projects that do not require ARB review within 30 days of application completeness.	While not measured from a formal completeness date, 14 of 14 projects that did not require ARB were through the planning process within 30 days for a success rate of 100%.
◆ Maintain prompt plan check review process.	Complete first review of 95% of approximately 50 small addition or alteration projects within seven days of submittal. Complete first review of 95% of approximately 20 moderately complex projects within 14 days of submittal. Complete first review of 90% of approximately 10 complex projects within 21 days of submittal. Complete first review of 100% of approximately two very complex projects within 30 days of submittal.	As there is no permit tracking system to evaluate compliance with this measure, no statistics are available. The Department approved 239 Building Permits with no complaints regarding permit review time. These performance measures are being met or exceeded, particularly for small projects which are the majority of the workload.
◆ Maintain prompt building inspection response time.	Complete 100% of 1,000 annual inspection requests within 24 hours.	Building Inspector Jeff Keough completes all requested inspections within 24 hours. Given that 239 Building Permits were issued, and each requires at least one inspection and the more complicated projects require many inspections, we estimate that there were 1,100 inspections last fiscal year.

Community Development

Accomplishments 2013-2014

Objectives	Performance Measures	Results/Status
Housing		
◆ Use City housing funds and staff efforts to leverage the greatest benefit possible for local residents.	Continue communication with a non-profit organization that is committed to construct at least 60% (or 76 units) of the City's affordable housing obligation for very-low and low income households.	Construction of Peoples' Self-Help Housing's Dahlia Court Phase II which included 33 low and very-low income apartments was completed in fall 2013, using the City's HOME and CDBG funds. Additional City funding was provided to Peoples' in support of the Casas de las Flores Apartments which includes 43 low and very-low income units. Construction began on that project in March 2014. Together, these projects provide 60% of the City's RHNA for low and very-low income units.
◆ Coordinate with the County on the Community Development Block Grant Program and the creation of other programs to fund affordable housing.	Attend three HOME Consortium and CDBG meetings and facilitate use of funds for affordable housing projects.	Staff attended all meetings for these two important programs. Grant funds were awarded to four local social service providers to support homelessness prevention programs and after-school education for students living in low and very-low income households.
◆ Coordinate with the City of Santa Barbara housing staff on implementation of the City of Carpinteria's Inclusionary Housing Program.	Advertise opportunities for inclusionary housing purchase on City's website, on the scroll and in local newspapers in advance of application submittal period. Review and respond to all applications for affordable housing eligibility within 10 days of application submittal. Manage income certification and	Eight affordable housing units at Lagunitas Homes were sold to eligible households in summer 2013. All applications were reviewed within 10 days of submittal for a success rate of 100%. CDD also worked with City of SB Housing Program staff to conduct income certification for one affordable unit re-sale at Sparrow's Landing in winter 2013 - 2014.

Community Development

Accomplishments 2013-2014

Objectives	Performance Measures	Results/Status
	eligibility procedures to qualify individuals for purchase of affordable housing units.	
◆ Implement the Workforce Homebuyer Down Payment Loan Program in partnership with the Housing Trust Fund of Santa Barbara County.	Assist five lower and above moderate income households in purchasing a residence.	Information regarding the program was posted on the City website. A lunch and learn training session was held with real estate agents and mortgage brokers in Santa Barbara. One loan for $75,000 was completed in fall 2013. This program will carry over into the 2014 -15 budget year with additional outreach and education to generate more interest in the program.
◆ Initiate Housing Element Update for 2014 – 2022.	Prepare a Request for Proposals for a Housing Element consultant and complete a consultant contract by fall 2013. Release a draft Housing Element Update for review by the Planning Commission in spring 2014. Forward the Planning Commission's recommendations to the City Council in spring 2014. Submit for review by State HCD in summer 2014 to achieve a certified Housing Element by December 2014.	The Housing Element Update deadline was extended to February 2015. This allowed the schedule to slip a small amount for last fiscal year. A consultant was selected and a contract approved in January 2014. A draft of the Housing Element Update is scheduled to be presented to the Planning Commission in July 2014. A presentation to the City Council is expected later in summer 2014, followed by submittal to State HCD and certification before the February 2015 deadline. This work program will continue into and be completed in 2014 – 2015 as planned.

Community Development

Accomplishments 2013-2014

Objectives	Performance Measures	Results/Status
Code Compliance		
◆ Document and investigate violations that are reported by the public. Network with other agencies and conduct co-agency inspections of reported Municipal Code violations.	Complete initial site investigations of approximately 100 complaints received annually within three days of notification. Close 75% of cases within 60 days.	Response via a site visit occurred for 97% of 52 formal complaints within two days of the complaint being filed; the remaining 3% occurred within three days. Compliance Orders were issued to 15 property owners addressing incidents of building and zoning code violations. Several cases remain open on the Dario Pini properties past the 60-day timeline due to the high volume of violations identified at the properties and the owners' failure to comply in a timely manner. Penalties are being assessed on a weekly basis to encourage correction of all violations.
◆ Work with Law Enforcement, field staff and volunteers to abate graffiti throughout the City.	Monitor the graffiti hotline and patrol the City to ensure that 100% of approximately 100 incidents of reported graffiti are removed from private property within 10 days.	There were 132 documented graffiti calls, of which 25 sites were on private property. Of these 25 sites, all but two were abated within10 days or less.
◆ Abate abandoned or inoperable vehicles on private property.	Abate 100% of approximately 30 vehicles throughout the City.	Ten vehicles were abated by contacting property owners who voluntarily removed vehicles to proper storage locations or registered the vehicles to make them legal. Staff achieved a 100% success rate for this goal.
◆ Implement the Single Family Rental Housing Inspection Program for Zones 2 and 3.	Notice, schedule and complete inspections throughout these two zones by July 2014.	Notices for inspections were completed for Zones 2 and 3 in July 2013 and January 2014, respectively. This effort resulted in several violations being identified and abated in single family neighborhoods.

Community Development

Accomplishments 2013-2014

Objectives	Performance Measures	Results/Status
Animal Care and Control		
◆ Increase public awareness for dog licensing by contacts at City parks and by following up when licenses are not renewed.	Maintain a steady number of dogs in the dog license database through active outreach and compliance efforts.	There are currently 837 dogs licensed in the City, approximately 35 fewer licenses than last year. Dog owners who do not re-licensed their pets are contacted directly through mailing and phone calls to try to increase the number of dogs licensed in the City.
◆ Provide prompt response to calls for animal control services.	Respond to 100% of approximately 325 annual calls for animal control services within the same day the call is received.	Code Compliance Officers documented and responded to 275 calls for animal control service over the past fiscal year. Approximately 95% of responses occurred within one day of the request for service. Staff responded to 100% of 12 "911" calls when City Hall was closed.
◆ Find permanent homes for stray dogs and cats found within the City.	Complete adoptions for 100% of approximately 10 dogs and cats within 60 days of taking the animal into custody.	Over the past fiscal year, there were six dogs adopted through the City. All of the dogs were adopted into permanent homes, though two dogs were not adopted within the 45-day goal. For the dogs that were not quickly adopted, they were placed in foster care or housed at Animal Medical Clinic until formal adoption occurred. One pit bull was in our care for seven months; one cocker spaniel/papillon mix for three months.
◆ Improve enforcement of leash laws and dog waste clean up at City Parks and City Beach.	Make contacts to educate residents and visitors of the City's regulations. Issue citations as necessary to ensure compliance with dog leash and dog waste laws.	Staff made approximately 100 contacts with people for off-leash dog violations and issued verbal warnings, as well as issuing 14 Administrative Citations for various animal regulations violations. Of these citations, seven were for Potentially Dangerous Dogs. There were also 14

Community Development

Accomplishments 2013-2014

Objectives	Performance Measures	Results/Status
		Administrative Warnings issued and two Notices to Appear in Court.

Program: Public Works Administration
Accomplishments 2013-2014

Objectives	Performance Measures	Results/Status
Revise Street Tree Management Plan	1. Conduct Workshop No. 2 in Fall of 2013. 2. Take to Tree Advisory Board for recommendation to the City Council in the Fall of 2013. 3. Take revisions to City Council Winter 2014.	1. Completed 2. Completed 3. Completed
Revise the Capital Improvement Program.	1. Prepare Development Impact Fee Nexus Study. 2. Prepare Development Impact Fee Program Project List with Descriptions and Cost Estimates. 3. Develop Capital Maintenance Plan for City owned infrastructure. 4. Combine Development Impact Fee Program and Capital Maintenance Plan into a prioritized Capital Improvement Program.	1. On-going – Prepared Consultant RFP 2. Incomplete 3. Incomplete 4. Incomplete
Increase public awareness of Department of Public Works programs and operations.	1. Contribute Department articles to the City newsletter quarterly. 2. Provide updated and on-going project information on the Department's web page. 3. Provide updated and on-going project bidding and award results for capital projects on the Department's web page. 4. Provide important documents to the public on the Department's web page. 5. Provide capital and other Public Works project information to the Coastal View newspaper. 6. Track and obtain a 2:1 or better ratio of Public Works halo's and pitchforks in Coastal View newspaper.	1. Completed 2. Completed 3. Completed 4. Completed 5. Completed 6. Tracked – achieved approximately a 1:1 ratio
Improve response time and customer service approach to complaints and service requests.	1. Utilize new computer based service request and work order tracking system (iWorQ). 2. Monitor and track service requests with a 5 day maximum time between the request and the	1. Completed 2. Completed 3. Completed

	response. 3. Monitor and track all PW phone and email requests responses by the next business day.	
Optimize Department operations.	1. Conduct weekly staff meetings and additional meetings as necessary to ensure assignments, roles, responsibilities, and expectations are clearly communicated. 2. Perform annual evaluations of all Public Works staff. 3. Coordinate with Finance Department to monitor Department of Public Works budget on a monthly basis. 4. Conduct Annual Public Works Staff Retreat to prioritize work, strengthen staff and develop future Departmental goals and performance measures.	1. Completed 2. Completed 3. Completed 4. Completed
Communicate Department of Public Works accomplishments and future work plan to the City Manager and City Council.	1. Provide staff reports at City Council meetings on all Departmental "action items." 2. Set "office" hour for the Director dedicated to City Council members twice monthly. 3. Director meets with City Council members individually at a minimum twice a year for more detailed Departmental briefings. 4. Director to meet with City Manager weekly to discuss workload and upcoming matters. 5. Provide monthly Departmental status reports to the City Manager and City Council. 6. Provide year-end report to the City Council on Departmental accomplishments and success toward meeting the City Council goals established in their annual strategic planning workshop.	1. Completed 2. Completed 3. Completed 4. Completed 5. Completed 6. Completed
Create Updated Engineering Permits Program.	1. Create Engineering Permits Program in Municipal Code. 2. Budget for new program in Fiscal Year 2014-15 City Budget. 3. Track Fees for Service and Expenditures using iWorQ.	1. Incomplete 2. Incomplete 3. In progress – iWorQ installed and being used

Program: Street Maintenance

Accomplishments 2013-2014

Objectives	Performance Measures	Results/Status
Provide cost effective on-going maintenance of street markings and legends throughout the City.	1. Re-paint roadway and street striping yearly in the late spring. 2. Re-paint school crosswalks and legends yearly in August.	1. Completed 2. Completed
Maintain condition and safety of streets.	1. Make minor repairs to asphalt concrete roadways. 2. Repair potholes in a timely manner. 3. Perform one annual pavement maintenance/rehabilitation project as funds are available.	1. Completed 2. Completed 3. In progress
Minimize number of trip and fall claims and associated hazards within the street right-of-way.	1. Continue to determine potential hazards and alleviate hazards within three working days. 2. Monitor and track hazards for future annual comparison. 3. Develop priority list of concrete repairs Citywide. 4. Conduct annual repairs based on a prioritized list of locations requiring maintenance.	1. On-going 2. On-going 3. On-going 4. On-going
Minimize incidents of flooding and damage from flooding during rainy season.	1. Inspect and clear all storm drain pipes, ditches, and culverts prior to October each year. 2. Minimize flood hazards during rainy season (October to April).	1. Completed 2. Completed

Program: Right-of-Way Maintenance

Accomplishments 2013-2014

Objectives	Performance Measures	Results/Status
Provide safe sidewalks that are free of uplifted sections and potential trip hazards.	1. Complete $50,000 in contract work devoted to concrete repair and replacement funded by Measure A. 2. Perform annual inspection of 100% of sidewalks in public right-of-way and update work list accordingly. 3. Contract with a vendor to provide sidewalk inspections including grinding operations and an inventory of all locations requiring surfacing grinding on the City's GIS system.	1. On-going 2. On-going 3. On-going
Provide cost effective management of City street trees, enhance inventory and minimize claims from falling branches or trees.	1. Remove 100% of dead and/or diseased trees located in the City's right-of-way. 2. Plant new trees per Tree Advisory Board recommendations and the Street Tree Management Plan. 3. Inspect and trim 871 trees per year. 871 is one-third of the 2,613 trees in the right-of-way.	1. Completed 2. On-going 3. Completed
Reduce clutter and improve the aesthetics of the Downtown T and Beach Area.	1. Hire Part-Time Maintenance Worker with the focus on trash clean-up, painting, and general maintenance of the street furniture along Linden Avenue and the Downtown Beach Area and supplement restroom janitorial services.	1. Completed

Program: Transportation, Parking, and Lighting

Accomplishments 2013-2014

Objectives	Performance Measures	Results/Status
Provide cost effective management of signalized intersections.	1. Maintenance target cost equals $20,000 per traffic signal or $60,000. 2. Review new battery backup system performance. 3. Review Traffic Signal Timing and Performance.	1. Completed 2. Completed 3. Completed
Promote Electric Shuttle Service.	1. Increase total one-way passenger trips by 1% for fiscal year by studying and then implementing more efficient routes. 2. Continue to utilize the quarterly newsletter and community scroll.	1. On-going 2. Completed
Install, replace and/or upgrade City owned Public Lighting.	1. Install new and upgrade existing Parking Lot No. 2 Lighting. 2. Upgrade remaining traffic signals with LED lighting and replace loop detectors with video detection. 3. Replace, where possible, incandescent street light bulbs with LED bulb replacements.	1. Incomplete 2. Incomplete 3. On-going
Complete Parking Lot 2 Lighting and Maintenance Study.	1. Complete conceptual plan for lighting and maintenance upgrades to Parking Lot 2 including conceptual review by ARB.	1. Incomplete

Program: Solid Waste

Accomplishments 2013-2014

Objectives	Performance Measures	Results/Status
Provide and promote safe collection, disposal, and recycling of a City Household Hazardous Waste (HHW), E-waste, and Universal E-waste Collection Program.	1. Conduct Annual Household Hazardous/Household goods, Universal E-waste and E-waste collection event. (April). 2. Present options to expand Household Hazardous Waste collection service in Carpinteria. 3. Advertise ABOP, E-Waste, and HHW collection events monthly. 4. Continue to update and distribute educational materials targeting restaurants, automotive and other businesses, as well as residents and construction and demolition specialists.	1. Completed 2. Completed 3. Completed 4. Completed
Promote and expand the on-going City Recycling Program in conjunction with the City's franchise trash hauler to exceed the 50% diversion goal in each existing program (Residential, Commercial, Roll-Off).	1. Work with the School District and local businesses to increase Commercial Diversion rates using commercial composting and education among students and employees to exceed the 50% goal. 2. Revise educational materials and work with waste hauler, property owners, and property managers, to educate residents of multi-family complexes. 3. Use building and dumpster permits to better track roll-off diversion rates from individual projects.	1. Completed 2. Completed 3. Completed
Prepare and submit Progress Reports of City's Recycling Program to State Agencies.	1. Submit an annual Form 303 report to the California Integrated Waste Management Board the first week of October each year. 2. Prepare and submit an Annual Report on the City's Diversion Rate.	1. Completed 2. Completed
Multi-Jurisdictional Coordination.	1. Continue ongoing coordination with the Santa Barbara County by attending the Local Solid Waste Task Force (LTF) meetings	1. Completed 2. Completed

	quarterly. 2. Coordinate with other South Santa Barbara County agencies to develop and distribute clear and informative education materials.	

Program: Watershed Management

Accomplishments 2013-2014

Objectives	Performance Measures	Results/Status
Implement requirements of the NPDES Phase II MS4 Permit (effective July 1, 2013).	1. Public Education. 2. Public Outreach – 4 volunteer participation creek cleanups/restoration projects annually. 3. Illicit Discharge Detection and Elimination. 4. Construction Runoff Control implementation. 5. Post-Construction Storm Water Control Measures. 6. Good Housekeeping/Pollution Prevention on Municipal activities. 7. Program Management. 8. Water Quality Monitoring and Sampling (quarterly). 9. Program Effectiveness Assessment (annually). 10. Total Maximum Daily Load Compliance. 11. Annual Reporting Program.	1. On-going 2. On-going 3. On-going 4. On-going 5. On-going 6. On-going 7. On-going 8. On-going 9. On-going 10.Incomplete 11.Completed
Regional Coordination Performance Measures.	1. Continued participation in Santa Barbara County Association of MS4 Managers (SBCAMM). 2. Update development review procedures to incorporate new Post-Construction Storm Water Control Measures (SCMs). 3. Finish development of Technical Guide for SCMs and conduct training workshops.	1. Completed 2. Completed 3. Completed
Storm Drain Maintenance.	1. Update of storm drain system map to include sub-drainage areas and GPS located outfalls and make available to the public. 2. Cleaning of CDS units bi-annually. 3. Upgrade/repair damaged storm drain units. 4. Repair/replace thermoplastic 'Drains to Ocean' labels on storm drains prior to wet season. 5. Install catch basins on high-	1. Completed 2. Completed 3. On-going 4. Completed 5. Incomplete

	priority drain inlets (prioritize 5-10 annually).	
Flood Management	1. Continue to prioritize projects that reduce flooding, sediment and pollution discharge into Carpinteria's creeks and Salt Marsh. 2. Secure funding for and implementation of projects in high-priority areas.	1. Completed 2. In progress

Parks and Recreation

Accomplishments 2013-2014

Objectives	Performance Measures	Results/Status
Parks and Recreation Administration		
◆ Increase participation in recreation programming through promotion and public relations	1. Survey no less than 100 program participants for feedback and satisfaction level. 2. Increase program revenues	Program surveys were conducted for the The Carpinteria Junior Lifeguard Program, The Carpinteria Triathlon and Ocean Recreation Programming. Over 200 participants were surveyed. Overall Recreation Services fees were flat. Program revenues rose with the following programs; Beach Concessions Junior guards Surfing tuition Kayaking revenue (includes rentals)
◆ Provide administrative support for capital projects in the Ocean Beach Services, Parks and Facilities Maintenance and the Community Pool Services Program.	1. Develop the construction drawings for the Carpinteria Rincon Trail 2. Develop concept design for new park and land uses. 3. Seek permits for Seaside Park and Memorial Park.	1. Hired a consultant to refine the drawings 2. Initiated visioning plan for pool deck, developed a concept plan for Memorial Park and held neighborhood meeting in Memorial Park to gain input. 3. Seaside Project: Obtained permits, placed project out to bid and initiated construction.

Objectives	Performance Measures	Results/Status
◆ Prepare Grant Applications	1. Submit projects for grant funding.	1. An EEMP Grant application was filed for the Community Garden project to mitigate the loss of agricultural land due to the Casitas Pass overpass expansion. The grant has been awarded. 2. A Boating and Waterways grant to provide continued funding to the boating safety activities was funded. This grant was awarded. 3. An Urban Greening grant was filed for the Community Garden project. This grant was not awarded.
◆ Prepare a preliminary site plan for a select railroad crossing.	Research street plans, prepare background information and draw railroad crossing schematics.	Land has been publically acquired to allow for a Holly Avenue undercrossing project. This project is pending due to funding.
◆ Recreation Staff and Lifeguard Retention and Training/ Professional Development	1. Provide training as needed to lifeguard and recreational staff in time for summer season. 2. Each department full time staff member shall attend at least two training seminars before June 2013 to improve skills and professionalism.	A 40+ hour lifeguard training class was completed in June with all ocean beach lifeguards and recreation staff completing the course. Pool Lifeguards completed all required Red Cross certifications to qualify as Pool Lifeguards. Attended two lunch and learn sessions. Trained three staff members in Certified Pool Operations, renewed Boating Safety Certificate.

Objectives	Performance Measures	Results/Status
◆ Park and Beach Safety	1. The Parks Department shall visually inspect park and beach facilities at least monthly.	Such inspections are performed at least monthly. Written reports are indexed by date and location and electronically filed. Deficiencies discovered during these inspections are remediated immediately.
◆ Provide prompt and quality administrative services.	1. Process requests for parks and recreation services within 5 days of receipt.	Completed
◆ Prepare a fair and consistent evaluation, with employee input, of individual employees in this department.	1. Complete 100% of all employee evaluations on time as defined by the Human Resources Department.	Completed
Ocean Beach Services		
◆ Maintain the Carpinteria City Beach free of litter, hazardous debris and dead marine animals in order to promote beach safety and visitorship from residents and tourists.	Daily litter pick-up from June 12th to September 5th including trash, cigarette butts and sharps. Beach raking by use of a tractor at least 4 times a week throughout the summer.	These tasks were completed.
◆ Provide high quality lifeguard service for the ocean beach by training staff in CPR, First Aid, and beach safety operations.	All new lifeguard hires will receive specialized training for the beach and the pool that conforms with relevant standards	This task was completed. All pool and ocean lifeguards possessed verified CPR, First Aid and AED certifications. All pool lifeguards completed the Red Cross lifeguard class and all ocean lifeguards completed ocean beach training.

Objectives	Performance Measures	Results/Status
Provide high quality, cost effective, safe and efficient safe youth recreation programming that incorporates the favorable Carpinteria coastline conditions with fun, physical fitness and education.	Hire and train a sufficient number of lifeguards to be used as youth recreation program instructors. Enroll over four hundred youth to participate in our ocean programming. Meet or exceed all cost recovery standards as set forth in CMC 3.34.040 for recreation programming.	Completed. Junior Lifeguard Program had over 170 enrolled. Over 200 youth participated in boating safety classes. Over one hundred youth took surfing lessons.
◆ Continue the Army Corps of Engineering Study on the feasibility of a shoreline storm wave damage reduction project.	Provide 100% of beach related empirical data and new field data to ACOE as requested including beach profile data.	Completed. The study continues as funding is made available.
◆ Install, maintain ıd remove the winter protection berm in the winter of 2015	Build the berm prior to December 2014 Monitor and if needed, maintain the berm until spring of 2015 Remove the berm and restore the beach to a summer like profile prior to mid April 2015.	The berm was erected in late November 2013. The berm proved to be needed in the winter of 2014 due to a one day high surf event. The berm was removed in early March 2013.
◆ Design, permit and construct a new lifeguard station at Holly Avenue	1. Develop design for lifeguard tower. 2. Seek and obtain discretionary permits. 3. Build tower in time for 2014 summer season.	Site plan has been completed Tower permits have been obtained. Project will be built for the 2015 season.

Objectives	Performance Measures	Results/Status
Community Pool Services		
◆ Increase pool patronage	1. Increase pool patronage revenues by 5%. 2. Promote Pool Programs in City newsletters and other media.	Pool revenues remained relatively flat. Pool Staff promoted several specials at the pool over the fiscal year. Several program discounts and concession sales did boost swim club participation to 55 youth.
◆ Provide high quality, cost effective, safe and efficient safe youth recreation programming that incorporates the high quality Carpinteria Community Pool facility, fun, physical fitness and education..	Hire and train a sufficient number of recreation staff. Enroll over 300 hundred youth to participate in pool recreation programming. Meet or exceed all cost recovery standards as set forth in CMC 3.34.040 for recreation programming.	The pool was adequately staffed with trained personnel. Over the course of the year, swim lesson programming and swim team programming had participation that exceeded 300 persons. Cost recovery percentages for programming were met.
◆ Continued high quality maintenance protocol.	1. Have four pool staff meetings where facility maintenance and safety procedures are reviewed.	1. Completed
◆ Promote facility safety and staff professionalism.	Conduct at least four staff meetings at the Community Pool where safety training and round table safety discussions are facilitated and journalized.	This was completed. Known as "in-service" training these meeting are conducted monthly on Saturday mornings at the Community Pool. Safety, facility cleanliness and other pertinent topics are discussed including needed course work to maintain staff required certifications.

◆ Start private fund ising for pool ozone system.	Continue fund raiser by offering opportunity for new tile wall donations. Project generated $10,000 in 2013	Only 12 tiles remain to be sold. Over $20,000 has been raised in tile sales as a result of this effort.
High standards of maintenance and cleanliness at the Carpinteria Community Pool. The facility has a high volume of users and therefore cleanliness of showers, restrooms and other public areas is of extreme importance.	Clean locker rooms daily. Respond to Customer concerns with prompt response.	Locker rooms, shower and toilet areas are cleaned daily. Customer concerns and complaints are responded to immediately and any corrections needed are implemented. Great improvement in Pool Locker Room cleanings have been made this year with improved customer satisfaction.
Parks & Facilities Improvement & Maintenance		
Objectives	**Performance Measures**	**Results/Status**
◆ Be water efficient in the park system and install irrigation water well	Minimize water costs 1. Reduce turf areas in Franklin Creek Park, Memorial Park, Heath Ranch Park 2. Prepare hydrologic evaluation for the preferred well site. 3. Make application to install irrigation water well in Monte Vista Park or other preferred site. 4. Install well by June 2014.	1. Have decreased use of water in the parks 2. Hydrologic evaluation has been completed for Monte Vista Park 3. Water well permit has been obtained. 4. Well to be placed out to public bid in 2014-15.

◆ Plant 50 native trees	1. Identify 50 locations for native trees. 2. Procure trees. 3. Install trees.	This is an ongoing project and 30 trees were planted mostly in the Carpinteria Bluffs.
Objectives	**Performance Measures**	**Results/Status**
◆ Athletic Field maintenance	Procure and distribute 70 Cubic yards of organic amendment to select athletic fields to improve turf.	70 cubic yards of harvest Blend compost was added to El Carro Park and Viola Fields immediately after aeration.
◆ Complete acquisition of the south park site from UPRR	Record Grant Deed	Completed in December 2013
◆ Complete CEQA and engineering for the Carpinteria Rincon Trail	Identify a design engineer to complete 95% of the drawings for the project	Project drawings are now at 50% and are under review with Cal Trans and Union Pacific Railroad.
Objectives	**Performance Measures**	**Results/Status**
◆ Design and construct the Seaside Building grounds. (Pending funding)	1. Gain regulatory approval and permits 2. Identify funding 3. Seek competitive construction bidding 4. Provide construction management services	Project is now under construction with expected completion in July 2014.

◆ Complete Memorial rk concept design	1. Complete concept design for Memorial Park that may include restroom, off leash area, and jogging trail. 2. Seek Coastal Development permit 3. Once funding is acquired, work to implement the project. 4. Completion Date to be determined.	A neighborhood meeting was held and after input, a revised plan is being prepared. Some improvements are expected to be constructed in 2014-15.
◆ Carpinteria City Hall Landscape	1. Obtain site survey 2. Prepare site plan 3. Conduct ARB review	1. Complete 2. Complete 3. A storm water plan is being prepared at this time. 4. Project pending ARB review
◆ Integrated Pest anagement Program	1. Conduct meetings as needed 2. Prepare IPM Program documents 3. Prepare IPM Annual Report 4.	1. Meetings were conducted at six week intervals 2. Program documents have been prepared as needed. 3. Annual Report has been completed.
Special Events		
Objectives	**Performance Measures**	**Results/Status**
◆ Attract 12 or more teams to the Adult Softball League	Attract 180 adults to play Generate funds to offset fields operations and maintenance.	Nine teams have registered for the 2014 season.
Objectives	**Performance Measures**	**Results/Status**
◆ Plan, publicize, and conduct triathlon.	Attract over seven hundred and fifty participants Provide funds to allow for over 50 youth scholarships to City recreation programs or to support the community pool and youth programming. .	The 2012 Carpinteria Triathlon attracted over 725 participants. The proceeds were used to fund about 40 scholarship requests for pool and beach programming. Other proceeds helped offset community pool costs.

◆ Analyze event for cost effectiveness.	Evaluate each special event for improvements and improve the profit margin on the event.	Event is subjected to increased costs, but patronage continues growth.
◆ Seek new and cost effective ways to promote special events.	Promote major special events on the internet, and develop PR strategies.	Facebook and a new Pool website are being used to promote special events.

Appendix I

City of Carpinteria
2014-15 Proposed Budget

Department: Public Works
(Graphic)

Program: Capital Improvement Program

I. Program Summary

The City's CIP will be updated in the 2014-15 Fiscal Year to address the current status of infrastructure needs within the City. At this point in time, the City's roadways are in need of significant regular and heavy maintenance. For many years, the City enjoyed newer infrastructure as the City developed over time. The City is now transitioning from a "developing" City to a maintenance City in terms of its roadways. The Department of Public Works' focus is now on maintaining and repairing the roadways. The Capital Improvements Program will include projects that are budgeted for in the current year as well as a five-year plan with prioritization. The Department is currently in the process of updating the Development Impact Fee and Capital Improvements Programs.

Project:
Carpinteria Avenue Bridge Replacement Project

Project Description: Replacement of the Carpinteria Avenue Bridge over Carpinteria Creek

Project Location: Carpinteria Avenue at Carpinteria Creek

Project Funding Summary:

FUND NAME	TOTAL PROJECT COST	FY APPROPRIATION
FHWA Highway Bridge Program	$7,913,237	$1,187,700 20.79.61.4
Development Impact Fee Program	$1,025,243	$159,792 31.79.61.6

Project Timeline:
Preliminary Engineering: FY 2013 - 2014
Environmental Review: FY 2013 - 2014
Right-of-Way (Utilities): FY 2014 - 2015
Construction: FY 2015 - 2017

Additional Information: The Carpinteria Avenue Bridge Replacement Project is included in the City of Carpinteria Capital Improvement Plan and has been included in yearly Public Works Work Plans starting in 2009 because this bridge has been rated structurally deficient by Caltrans bridge engineers that inspect all roadway bridges in the State of California. The rating means the bridge is aging and is beginning to show structural deficiencies such as a work deck, concrete spalling and cracking. The bridge also does not meet current seismic and loading standards. Furthermore, the bridge is at risk because it does not pass a 100-year flood. Portions of the bridge show damage from previous high flows in the creek. Materials carried in the creek during high flows such as up-rooted trees are often the cause of exhibited damage.

The City of Carpinteria received a Federal Grant to fund the construction of the project. At this time, the grant program requirements have changed and this project would need to compete nationally for funding. The City was very fortunate to obtain this critical funding to complete this project. Measure D funds will be used to match the federal funding. This is the Department's number 1 priority project.

Project:
Ninth Street Pedestrian Bridge Rehabilitation Project

Project Description: The project will include rehabilitation and safety improvements for the bridge and Americans with Disabilities Act improvements to the walkway approaches.

Project Location: Ninth Street at Franklin Creek

Project Funding Summary:

FUND NAME	TOTAL PROJECT COST	FY APPROPRIATION
Measure D	$195,000	$195,000 41.79.61.2
Measure A Bike and Ped Grant	$105,000	$105,000 20.79.27.1

Project Timeline:
Preliminary Engineering: FY 2012-13, FY 2013-14
Construction: FY 2013-2014

Additional Information: During the initial design phase of the project, a study was conducted to determine if rehabilitation or replacement was more desirable from a Public Works perspective. The study concluded that replacement would improve the life of the bridge significantly, since the bridge was found to be 20 years older than expected. The Ninth Street Pedestrian Bridge over Franklin Creek replacement will include new decking and railings. Both walkway approaches will be replaced with approaches that meet Americans with Disabilities Act requirements. The awarded Measure A Bicycle and Pedestrian Program grant will be used for the design and construction phases of this project. Additional funding will come from legacy Measure D funds as budgeted in the 2013-2014 City of Carpinteria Budget.

Project:
Ash Avenue Maintenance Project

Project Description: This project will include improvements to roadway and parking areas on Ash Avenue from Third Street to Fourth Street. Depending on funding availability, the project may include additional sidewalk and drainage improvements along Ash Avenue.

Project Location: Ash Avenue

Project Funding Summary:

FUND NAME	TOTAL PROJECT COST	FY APPROPRIATION
Measure D/Measure A	$335,000 (Estimated)	$335,000 27.79.62.1 41.79.62.1
Silver Sands MHP	$185,000 (Estimated)	TBD

Project Timeline:
Preliminary Engineering: FY 2013-2014
Construction: FY 2013-2014

Additional Information: The project costs shown above are for budgeting purposes only for this document. Actual costs will be determined by an engineer's estimate and ultimately actual costs for staff time, engineering (consultant) and construction. Funds for this project will likely come from remaining Measure D funds, Measure A funds and through an agreement with the Silver Sands Mobile Home Park. The Mobile Home Park and the City will likely enter into an agreement that will enable the Mobile Home Park to obtain public road right-of-way in exchange for participating in funding a portion of the proposed improvements along Ash Avenue.

Project:
Linden Avenue and Casitas Pass Road Interchanges Project

Project Description: Reconstruction of the Two Highway 101 Interchanges

Project Location: Linden Avenue overcrossing, Casitas Pass Road overcrossing, Via Real extension

Project Funding Summary:

FUND NAME	TOTAL PROJECT COST	FY APPROPRIATION
Measure A	$150,000	$50,000 27.79.61.9

Project Timeline:
Preliminary Engineering Oversight: FY 2010-11, 2011-12
Design Engineering Oversight: FY 2012-13, 2013-14
Construction Oversight: FY 2014-15, 2015-16

Additional Information: This project will be completed over a two-three year process. The project has been planned for over 20 years. In 2010, the preliminary project design underwent the Project Development Team review process with the City, Caltrans and SBCAG. Currently, Caltrans is preparing the project design plans. The City continues to be actively involved in the permitting and design review of the project. The construction of the project will be through a variety of Local and State funds.

Project:
Rincon Bike Trail

Project Description: Multi-user trail and parking area

Project Location: South of Highway 150 to the City/County line

Project Funding Summary:

FUND NAME	TOTAL PROJECT COST	FY APPROPRIATION
Measure A	$75,000	$50,000 27.79.62.3
Grants (MEA A Bike and Ped Grants)	$250,000	$225,000 20.79.27.5

Project Timeline:
Preliminary Engineering: FY 2012-13, FY 2013-14
Construction: FY 2014-15

Additional Information: The purpose of this project is to connect the East end of Carpinteria Avenue with a shared-use trail that will cross-over the railroad tracks and connect to Rincon County Park. Conceptual design for this project has been completed. The City has been able to acquire two Measure A Bicycle and Pedestrian Grants to facilitate the design and permitting of the project. This project is linked by Coastal Development Permitting to the Linden Avenue and Casitas Pass Road Interchanges Project. The project will connect the existing Coastal Trail Route north of Highway 150 to the Ventura County Line removing a section of the trail that currently travels along US Highway 101.

Project:
Santa Claus Lane Bike Trail

Project Description: Multi-user trail

Project Location: Northerly of Carpinteria Avenue to the Santa Claus Lane area of Summerland.

Project Funding Summary:

FUND NAME	TOTAL PROJECT COST	FY APPROPRIATION
Measure A	$25,000	$25,000 27.79.62.3
RSTP Funds	$200,000	N/A

Project Timeline:
Concept Development: FY 2013-14
Environmental: FY 2014-15
Preliminary Engineering: FY 2014-15, FY 2015-16
Construction: FY 2016-17

Additional Information: The City had RSTP funds allocated for projects along the Pacific Coast Trail. SBCAG determined that those funds should be relocated to this project. The City will be working closely with the County of Santa Barbara and SBCAG on the design and permitting of this project. Funding for the project will be the responsibility of the County/SBCAG as this project has been incorporated for delivery with the US Highway 101 South Coast HOV project.

Project:
Via Real at Cravens Lane Sidewalk In-fill Project

Project Description: Install new sidewalk, update MTD bus stops and Americans with Disabilities Act (ADA) curb ramp improvements

Project Location: Via Real between Cravens Lane and the western City Limits

Project Funding Summary:

FUND NAME	TOTAL PROJECT COST	FY APPROPRIATION
Measure A	$185,173	$185,173 27.79.62.3
Grants (Measure A Bicycle and Pedestrian)	$74,827	$74,827 20.79.27.4

Project Timeline:
Preliminary Engineering: FY 2013-14
Construction: FY 2013-14

Additional Information: Between Cravens Lane and the entrance to the Sandpiper Mobile Home Park no sidewalk currently exists. There is a significant unmet pedestrian demand between the MTD Bus Stop at the mobile home park entrance, the mobile home park and Via Real/Cravens Lane. This project will install ADA accessibility ramps, sidewalk and update the existing northbound bus stop. Further, the southbound bus stop will be relocated to a safer location to the south.

Project:
Carpinteria Avenue Pavement Rehabilitation Project

Project Description: Pavement Rehabilitation

Project Location: Carpinteria Avenue between Carpinteria Creek and Franklin Creek

Project Funding Summary:

FUND NAME	TOTAL PROJECT COST	FY APPROPRIATION
Other City Funds	$600,000	$600,000 27.72.22.1

Project Timeline:
Preliminary Engineering: FY 2013-14
Construction: FY 2013-14

Additional Information: Over the past few years, this section of Carpinteria Avenue in the Downtown has experienced a high number of utility maintenance trenches that reduces the overall life of the pavement. Also, the recently completed Pavement Maintenance Program identified this portion of Carpinteria Avenue as needed rehabilitation. The project will remove a small portion of the existing paving, adjusting all of the utility vaults and new pavement and striping.

Program: Capital Improvements

	ACTUAL 11	ACTUAL 12	ACTUAL 13	FINAL 14	PROPOSED 15
TOTAL REVENUE	$0	$0	$0	$0	$0
Personnel	$138,884	$136,274	$145,633	$152,416	$196,895
Major Capital	1,171,034	142,057	482,823	3,379,492	3,425,002
Minor Capital					50,000
TOTAL EXPENDITURES	$1,309,918	$278,331	$628,456	#########	$3,671,897
NET INCOME/(SUBSIDY)	#########	($278,331)	($628,456)	#########	($3,671,897)

2079271	Measure A Grant 1			14,903	105,000	105,000	Major Capital
2079272	Measure A Grant 2			16,933	150,000		Major Capital
2079273	Measure A Grant 3			5,061	90,000		Major Capital
2079274	Measure A Grant 4			17,341	20,000		Major Capital
2079275	Public Works Grants					334,827	Major Capital
2079305	Tomol IPA LWCF	138,044		95,000			Major Capital
2079614	FHWA HBR 20			52,031	1,187,700	1,000,000	Major Capital
2079616	Irrigation Water Well				70,000		Major Capital
2079627	ARRA Projects	$61,631					Major Capital
2379611	Irrigation Water Well	70,000		509	500	2,000	Major Capital
2579616	Curb Gutter and Sidewalk Improvements	21,019	27		20,000	20,000	Major Capital
2679611	Bikeway Improvements			500	10,000	10,000	Major Capital
2779611	Misc. Concrete Repairs 27	19,845	4,988	20,788	10,000	35,000	Major Capital
2779612	Pavement Rehabilitation					600,000	Major Capital
2779613	Bikepath Maintenance 27			94		5,000	Major Capital
2779618	Storm Water Projects	15,582		9,164	25,000	10,000	Major Capital
2779619	Safe Routes to School 79		248	83	130,000	10,000	Major Capital
2779621	Beach Area Drainage 27		3,509	54,761	70,000	135,000	Major Capital
2779622	Thermoplast Storm Drain Signs			475		500	Major Capital
2779623	Ped Facilities Improvements 27			122,659	250,000	355,175	Major Capital
2879418	Lifeguard Tower			485	1,000	65,000	Major Capital
2979610	Public Pkg Lot / Bikeway Lights	94,858	11,106		2,500	2,500	Major Capital
3179611	Storm Drains 31				100,000	100,000	Major Capital
3179612	Ped Facilities Improvements 31			1,023			Major Capital
3179614	City Hall Improvements				200,000		Major Capital
3179615	Contract Services 31	18,776			50,000		Major Capital
3179616	FHWA HBR 31			13,587	159,792	100,000	Major Capital
3179617	Eighth Street Footbridge	9,444		1,754	35,000	10,000	Major Capital
3179618	Parking Lot DIF				5,000	5,000	Major Capital
3179621	Park Improvements Expense				100,000		Major Capital
3179622	Pool Improvements Expense				68,000		Major Capital
4179612	Ninth Street Ped. Bridge		82	681	195,000	195,000	Major Capital
4179613	Bikepath Maintenance					50,000	Minor Capital
4179615	ARRA Projects 41	221,092	350				Major Capital
4179619	Street Maintenance 79	-180	116,690	53,836	125,000	125,000	Major Capital
4179621	Beach Area Drainage	923	5,057	1,156	200,000	200,000	Major Capital
99000	Personnel	138,884	136,274	145,633	152,416	196,895	

S

AGENDA SECTION: OTHER BUSINESS
AGENDA ITEM # 4
REPORT # 14-85

STAFF REPORT
CITY COUNCIL MEETING
June 9, 2014

ITEMS FOR COUNCIL CONSIDERATION:

Recycled Water Planning Grant Memorandum of Understanding

Report prepared by: Erin Maker, Environmental Coordinator
Department: Public Works

Signature

Reviewed by Director of Public Works:

Signature

Reviewed by City Manager:

Signature

ACTION X NON-ACTION ___ STAFF RECOMMENDATION:

Recommendation: That the City Council appropriate $25,000 and approve the Recycled Water Planning Grant Memorandum of Understanding with the Carpinteria Valley Water District and Carpinteria Sanitary District.

Sample Motion: I move to appropriate $25,000 from the City's General Fund and approve the Recycled Water Planning Grant Memorandum of Understanding with the Carpinteria Valley Water District and Carpinteria Sanitary District.

I. BACKGROUND:

The City of Carpinteria has been working closely with the Carpinteria Sanitary District (CSD) and Carpinteria Valley Water District (CVWD) to address water conservation concerns and explore long term solutions to water use in the Carpinteria Valley. The Carpinteria Utilities Committee, which is made up of representatives of the Carpinteria City Council, CSD, and CVWD, has been working over the last six months towards advancing a facilities planning study for development of recycled water infrastructure to serve the Carpinteria Valley. The State Water Resources Control Board (SWRCB) offers planning grants for recycled water facilities that provide 50% match funding for recycled water engineering studies, up to $75,000. The general consensus of the group was that the next logical step would be to pursue funding for such a study.

II. Discussion:

The CSD, on behalf of the Utilities Committee, solicited a proposal from RMC Water and Environment to complete a study. RMC recently completed a subregional South Coast Recycled Water Development Plan in conjunction with the Integrated Regional Water Management Plan update. This study provides a comprehensive look at feasibility of recycled water across the region and will be used as a baseline for the Carpinteria area facilities planning effort.

Utilities Committee members agreed that a shared match funding approach would benefit the region, based on the shared benefits a recycled water facility would provide to the community. As the water purveyor, CVWD would act as the lead agency, with the City and CSD providing funding and support of the planning efforts,

The attached Memorandum of Understanding (MOU) for recycled water planning outlines the roles and responsibilities each agency would take on upon approval of the MOU by their governing bodies. The MOU has been reviewed and approved by the Utilities Committee members. The participating agencies would work in collaboration to determine feasible alternatives for recycled water development. The agencies would contribute equal funding to the study effort, up to a maximum of $25,000 each. Funds would be provided up front, with the understanding that completion of the study would be contingent on successfully acquiring grant funding from the SWRCB.

In addition to funding, entering into the attached MOU would commit City resources, primarily in the form of staff time, for participation in the engineering analysis. It is expected partners would provide necessary data, attend meetings, and work with RMC staff and the partner agencies on this project.

The attached RMC proposal outlines the scope of work to be completed by the consultant. At this time, CEQA environmental review is not anticipated. However, it is likely that the group will work with RMC to refine the draft scope of work before moving forward to make sure that critical local issues, including implementation of funding alternatives and technical criteria for agricultural use are fully addressed by the consultant.

III. Policy:

Approval of this MOU is consistent with existing City policies, including Objective PF-1: *To ensure the provision of adequate water supplies by minimizing consumption and investigating new sources either in existing supply or outside existing sources* and PF-1a. *The City shall encourage reclamation and groundwater recharge programs (projects) where appropriate.*

IV. LEGAL:

The City Attorney's office has approved the MOU as to form.

V. FINANCIAL CONSIDERATIONS:

The MOU obligates the City to contribute $25,000 to match the funding amount. The amount may be appropriated from the General Fund to account number 10.30.22.1.

VI. ATTACHMENTS:

Attachment A: Recycled Water Facilities Planning Memorandum of Understanding
Attachment B: RMC Proposal to Prepare a Recycled Water Alternatives Evaluation and Facilities Plan

ATTACHMENT A
Recycled Water Facilities Planning Memorandum of Understanding

RECYCLED WATER PLANNING GRANT
MEMORANDUM OF UNDERSTANDING
June 2014

THIS MEMORANDUM OF UNDERSTANDING ("**MOU**") is made and effective as of June 9, 2014 by and between the City of Carpinteria ("**City**"), the Carpinteria Valley Water District ("**CVWD**"), and the Carpinteria Sanitary District ("**CSD**") at Carpinteria, California, with reference to the following facts:

- The City, the CVWD, and the CSD (individually "**Agency**" and collectively "**Agencies**") agree to work cooperatively to investigate and determine feasible alternatives and related costs for establishing a recycled water system to benefit the Carpinteria area currently served by CVWD; and

- Agencies have a common interest in conserving water resources and protecting water quality of the Carpinteria Valley while controlling costs and improving reliability; and

- Contingent on successful acquisition of a State Water Resources Control Board facilities planning grant through the Water Recycling Funding Program ("**WRFP Grant**"), Agencies will cooperate on the preparation of a Recycled Water Alternatives Evaluation and Facilities Plan ("**Study**").

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth herein, the sufficiency of which is hereby acknowledged, the parties agree as follows:

1. **TERM.** This MOU shall be effective as of the date above and shall continue through December 31, 2015, unless terminated earlier as provided for herein.

2. **AGREEMENT TO ACQUIRE GRANT.** Agencies agree to cooperate and act in good faith in seeking to acquire a WRFP Grant.

3. **FUNDING SOURCES AND LIMITATIONS.** The WRFP Grant will cover 50 percent of eligible costs, up to a maximum of $75,000.00. A local agency match for such award is required. Agencies agree, subject to any appropriate authorization required, that the matching requirement of the WRFP Grant shall be evenly split pursuant among the three Agencies as follows:

o CVWD	33.3%	(maximum $25,000.00)
o CSD	33.3%	(maximum $25,000.00)
o City	33.3%	(maximum $25,000.00)

The funding commitment by the parties pursuant to this MOU is limited to providing the matching fund contributions as specified herein for the WRFP Grant. Matching funds contributions from Agencies shall not exceed $75,000 in aggregate. Each party shall not contribute more than 33.3% (maximum $25,000.00) without an additional written agreement between all parties. Payment of each party's share shall be due and payable to CVWD at the signing of this MOU. If the WRFP Grant application is unsuccessful, each party will be reimbursed for its share of the funds remaining after filing of the grant application.

4. **WITHDRAWAL FROM MOU.** Each participating member may withdraw from and terminate their participation in the MOU at their sole discretion. Written notice of such termination of participation shall be distributed to each participating member and shall specify the effective date of such termination. Agencies agree that unilateral termination does not trigger reimbursement of the terminating agency's share of remaining funds. If all three agencies jointly agree to terminate participation in the MOU, all remaining funds at the time of termination shall be equally distributed between the parties.

5. **ROLES.** If, and when, a grant is acquired, Agencies expect, without binding commitment, that the following will occur:

    - Agencies intend to engage a qualified engineering consultant to prepare the Study.
    - CVWD agrees to serve in a lead role with regard to the WRFP Grant administration, to work cooperatively with CSD in the investigation of alternatives for a recycled water system, and to participate in joint agency committee meetings for the Study. CVWD also agrees to receive and transmit invoices for all aspects of WRFP Grant application and Study.
    - CSD agrees, in addition to providing a portion of the WRFP Grant matching funds, to work cooperatively with CVWD in the investigation of alternatives for a recycled water system, to support the WRFP Grant application effort and to participate in joint agency committee meetings for the Study.
    - City agrees, in addition to providing a portion of the WRFP Grant matching funds, to support the WRFP Grant application effort and to participate in joint agency committee meetings for the Study.

    These and additional details regarding preparation of a Study may be memorialized in a subsequent MOU to be prepared if, and when, the WRFP Grant is acquired.

6. **GENERAL PROVISIONS.**

    6.1. **<u>Assignment</u>.** No Agency may transfer or assign this MOU without the written consent of the other Agencies, which consent may be withheld at the absolute discretion of the party from whom consent is sought.

    6.2. **<u>Entire Agreement</u>.** This MOU constitutes the entire MOU between the parties and supersedes all prior and contemporaneous agreements, representations and understandings of the parties.

    6.3. **<u>Amendment</u>.** This MOU may be altered, amended or modified only by a supplemental writing executed by the parties to this MOU and by no other means. Each party waives any future right to claim, contest, or assert that this MOU was modified, canceled, superseded, or changed by any oral agreement, course of conduct, waiver or estoppel.

6.4. **Further Assurances.** Agencies agree to cooperate with one another, to use their best efforts, to act in good faith, and to promptly perform such acts and execute such documents or instruments as are reasonably necessary and proper to consummate the transactions contemplated by this MOU.

6.5. **Notices.** All notices, requests, demands, and other communications under this MOU shall be in writing and shall be deemed to have been duly given on the date of service if personally served or on the second day after mailing if mailed by first-class mail, registered or certified, return receipt requested, postage prepaid and properly addressed as follows:

To City:
Dave Durflinger, City Manager
City of Carpinteria
5775 Carpinteria Avenue
Carpinteria, CA 93013
P: (805) 684-5405
F: (805) 684-5304

To CVWD:
Charles Hamilton, General Manager
Carpinteria Valley Water District
1301 Santa Ynez Avenue
Carpinteria, CA 93013
P: (805) 684-2816
F: (805) 880-0480

To CSD:
Craig Murray, General Manager
Carpinteria Sanitary District
5300 Sixth Street
Carpinteria, CA 93013
P: (805) 684-7214
F: (805) 684-7213

6.6. **Legal Responsibilities**. Each Agency shall keep itself informed of state and federal laws and regulations, which in any manner affect those employed by it or in any way affect the performance of its service pursuant to this MOU. Agencies shall reasonably observe and comply with such laws and regulations.

6.7. **Waiver.** No waiver of a provision of this MOU shall constitute a waiver of any other provision, whether or not similar. No waiver shall constitute a continuing waiver. No waiver shall be binding unless executed in writing by the party making the waiver.

6.8. **Construction of Terms.** All parts of this MOU shall in all cases be construed according to their plain meaning and shall not be construed in favor or against any party. If any term, provision, covenant or condition of this MOU is held by a court of competent jurisdiction to be invalid, void or unenforceable, in whole or in part, the remainder of this MOU shall remain in full force and effect and shall not be affected, impaired or invalidated thereby. In the event any provision shall be adjudged invalid, void or unenforceable, the parties hereto agree to enter into a supplemental agreement as necessary to effectuate the intent of the parties and the purposes of this MOU.

6.9. Controlling Law. Agencies understand and agree that the laws of the State of California shall govern the rights, obligations, duties and liabilities of the parties to this Agreement and also govern the interpretation of this MOU, with venue proper only in the County of Santa Barbara, State of California.

6.10. Authorization. All officers and individuals executing this and other documents on behalf of the respective parties hereby certify and warrant that they have the capacity and have been duly authorized to execute said documents on behalf of the entities indicated.

6.11. Counterparts. This MOU may be executed in counterparts, each of which shall remain in full force and effect as to each party.

IN WITNESS WHEREOF, the parties have executed this MOU at the place and as of the date first written above.

"CITY"
City of Carpinteria

By:__________________________
J. Bradley Stein, Mayor

"CVWD"
Carpinteria Valley Water District

By:__________________________
Matthew Roberts, President

"CSD"
Carpinteria Sanitary District

By:__________________________
Mike Modugno, President

ATTACHMENT B
RMC Proposal to Prepare a Recycled Water Alternatives Evaluation and Facilities Plan

RMC
water and environment

April 2, 2014

Craig Murray, P.E.
General Manager
Carpinteria Sanitary District
5300 Sixth Street
Carpinteria, CA 93013

Subject: Proposal to Prepare a Recycled Water Alternatives Evaluation and Facilities Plan

Dear Mr. Murray:

RMC Water and Environment is pleased to provide you with a proposal to perform an evaluation for serving recycled water to potential users within Carpinteria Valley Water District's (CVWD) service area. The primary focus of the evaluation will be to serve potential urban and agricultural non-potable demands and implement indirect potable reuse alternatives. Our proposal includes preparing the following:

- A grant application to the State Water Resources Control Board (SWRCB) to assist with funding the study up to $75,000.
- A facilities planning report including a construction financing and implementation plan for Carpinteria WWTP improvements and recycled water infrastructure.
- A draft initial study to be used to initiate environmental clearance of the recommended facilities.

Our proposed services, estimated fee and a preliminary schedule are provided in Attachment A of this letter. At the end of our scope of work, we present two ways in which Carpinteria Sanitary District (CSD) may wish to proceed with the scope of work and with pursuing a grant from the SWRCB.

Performing this evaluation and preparing this report is an important step for CSD to maximize local water resources to meet the growing water needs and economic opportunities of the community and region. The facilities planning report and draft initial study will be important tools CSD will be able to use as it seeks outside funding and partnerships to fund projects that will meet these needs. Timing is particularly important. CSD may be able to apply for Proposition 84, Round 3 funds later this year or next year. In addition, Santa Barbara County entities are moving forward quickly with implementing a regional recycled water system. Thus, the sooner CSD can develop its recycled water plans, the more effective it can be in partnering with Santa Barbara County entities.

RMC is uniquely qualified in a number of ways to assist the District with this new recycled water facilities planning study.

- RMC recently completed the South Coast Recycled Water Development Plan under the 2013 Santa Barbara County IRWM Plan. As such, RMC has a unique understanding of both the opportunities and constraints on local recycled water.
- RMC has completed over 50 recycled water projects throughout the State, including over a dozen facilities planning studies funded in part by the SWRCB.
- Lastly, RMC has secured over $170 million in State and Federal water resource and recycled water grants for clients throughout California during the past 5 years. Our strategy for success commonly leverages facilities plans, such as the one proposed here, to present a compelling case to granting agencies.

We thank you for this opportunity to serve the CSD and look forward to your review of our proposal. Please contact me at (310) 566-6479 if you have any questions.

Very truly yours,

Brian A. Dietrick

Brian Dietrick, P.E.
Principal-in-Charge

Attachment A
Carpinteria Sanitary District
Recycled Water Alternatives Evaluation and Facilities Plan
Scope of Work

Project Description

The City of Carpinteria (Carpinteria) is located 80 miles north of Los Angeles in the south coast sub-region of Santa Barbara County. Carpinteria has a population of approximately 15,141. The Carpinteria Sanitary District (CSD) owns and operates the 2.5 mgd Carpinteria Wastewater Treatment Plant (CWWTP) and collection system that serves this region and the Carpinteria Valley Water District (CVWD) provides potable water through 4,161 connections.

Developing recycled water use opportunities could have significant benefits to CSD, CVWD, and the broader Carpinteria Valley area by further enhancing water supply reliability, creating additional beneficial uses of wastewater, and improving ocean water quality. However, implementing these new opportunities will require a feasibility analysis of alternatives, facilities planning, environmental requirements assessment and discussion with external parties as well as the CSD staff and Board.

The CSD and CVWD are two of the twelve Recycled Water Plan Workgroup Members responsible for guiding the preparation of the South Coast Recycled Water Development Plan (RW Development Plan) as part of the 2013 Santa Barbara Integrated Regional Water Management (IRWM) Plan. The RW Development Plan's purpose is to identify technical, institutional, political, and social opportunities to advance the use of recycled water and address related constraints for implementation. The Workgroup Members' planning goals are to increase regional water supply, improve the quality of the water being discharged into the ocean, and increase the region's self-sufficiency by reducing dependency on imported water.

In the RW Development Plan, CSD and CVWD identified potential opportunities to use recycled water in the CVWD service area. These opportunities include providing recycled water for the following beneficial uses:

- Non-potable recycled water for urban irrigation and industrial/commercial customers within the Carpinteria area.
- Non-potable recycled water for agricultural irrigation in the CVWD service area surrounding Carpinteria.
- Indirect potable use of recycled water for groundwater recharge and/or a saltwater intrusion barrier (optional project).

With regard to projected supplies of recycled water meeting Title 22 standards, CSD's CWWTP is currently permitted to produce up to 2.5 mgd of secondary-treated wastewater. On average, CSD discharges 1.4 mgd of secondary effluent into the Pacific

Ocean via a dedicated outfall pipe. In order to deliver recycled water to new potential uses, it is anticipated that CSD will need to implement one or more of the following depending on user type:

- Tertiary treatment upgrades at the CWWTP such that a portion of the flows treated through the CWWTP will meet Title 22 standards for reuse. This smaller scale project would allow for greater flexibility and continued use of chemical disinfection.
- Tertiary treatment at the CWWTP such that all of the flows treated through the CWWTP will meet Title 22 standards for reuse. This larger scale project could require implementation of technologies offering reduced footprint due to site constraints.
- Advanced treatment beyond Title 22 (MF/RO) to meet water quality requirements for agricultural irrigation demands and/or groundwater recharge.
- Onsite clearwell for diurnal storage
- Distribution system
- Injection wells

This scope of work outlines a planning study intended to address issues related to alternatives evaluation, facilities planning, environmental requirements, and coordination.

Scope of Work

The overall objectives of this scope of work are as follows:

- Secure a planning grant from the State Water Resources Control Board (SWRCB) to assist with funding of this scope of work;
- Further develop understanding of the potential recycled water market and the associated social, technical, institutional, political, and economic challenges presented;
- Identify a preferred alternative that includes various volumes and water quality constraints of recycled water to meet the demands of this additional market;
- Identify a preferred demand or set of demands that corresponds to the various volumes of recycled water produced;
- Recommend a preferred alternative for pipe alignment and operational strategy for delivering these supplies;
- Identify technical and environmental issues to be resolved during subsequent design and preparation of California Environmental Quality Act (CEQA) documentation, and

- Identify proposed funding strategies and provide CSD with the necessary information to enter into meaningful discussions with the appropriate parties to implement the recommended project

The scope of work for this study is broken down into six major tasks and one optional task:

1. SWRCB Recycled Water Facilities Planning Grant Application
2. Recycled Water Market Assessment
3. Alternatives Analysis and Recommended Facilities Plan (including cost estimates)
4. Construction Financing Plan (including fee analyses)
5. Facilities Planning Report
6. Project Communications and Quality Control
7. Optional Task - Preliminary Environmental Documentation (Initial Study)

Each task is outlined below.

Task 1. SWRCB Recycled Water Facilities Planning Grant Application

The objective of this task will be to prepare and submit a grant application to the SWRCB to secure a planning grant (50/50 match) for up to $75,000 to help fund the evaluation and preparation of a facilities plan as outlined in the remainder of this scope of work. Activities under this task include preparing a work plan to be submitted as part of the grant application, coordination with SWRCB staff regarding work plan, and follow up discussions with the SWRCB staff during the processing of the application.

Task 1 Deliverable:

- *Planning grant application including a work plan*

Task 2. Recycled Water Market Assessment

The objective of this task is to conduct a recycled water market assessment that will provide the basis to develop recycled water project alternatives. This assessment will also include identifying concerns and assurances for each potential user.

Potential uses and users in the study area will be identified. The most significant demands are expected to be for agricultural irrigation and for groundwater recharge. Other demands for non-potable supplies will also be identified and may include landscape irrigation, local schools, new commercial, industrial and residential developments, parks and environmental enhancements. The assessment will also include developing estimated annual and peak demands, and identifying any water quality issues, timing of use, reliability needs, and general retrofit/on-site issues for each identified potential user.

The methodology to identify potential uses/users and develop estimated demand will be driven by available data. Assumed sources of information will include:

- Agricultural land use and well extraction data.
- Historical groundwater well elevation and water quality data related to potential seawater intrusion and groundwater recharge opportunity.
- Information on other current and proposed development in the study area provided by CSD
- Information from other related regional water planning activities.

Potential water quality issues and retrofit/on-site issues will be based on a review of CWWTP effluent water quality data, groundwater sample water quality data, recycled water literature, and input from major potential users. Market assurances needed to secure the market and meet the SWRCB requirements for future grant funding (most of the irrigation users are covered by CSD's use ordinance) will be identified.

Up to four meetings will be held directly with representatives knowledgeable about major potential users to provide information on recycled water and the project and get input from the potential users on specific issues associated with the use of recycled water at their site (e.g., on-site retrofits, delivery pressure, sensitive landscaping). An assessment will be performed of potential users' response and willingness to use recycled water and evaluate the incentives that would be necessary to "secure" the recycled water market. These incentives may include on-site retrofit grants, reduced price, quality improvements, service reliability, and service pressure. The potential benefits of a recycled water ordinance (or revisions to any current proposed ordinance) will also be considered.

Task 2 Assumptions:

- *A total of four meetings with major potential customers (or group thereof)*
- *The necessary information from assumed information sources above will be available*

Task 2 Deliverables:

- *Meeting agenda, materials and minutes*
- *Potential users GIS database*
- *Table summarizing market assessment data (potential users and related data, including recommended market assurance type)*

Task 3. Alternatives Analysis and Recommended Facilities Plan

The objective of this task is to develop and evaluate recycled water distribution system alternatives to serve the demands identified in Task 2 and develop a "project plan" for the recommended facilities.

Task 3.1: Alternatives Development and Analysis

Up to three alternatives will be developed and evaluated as well as a no project alternative for meeting the market needs identified in Task 2. A conceptual level engineering evaluation of the project alternatives will be performed to ultimately select preferred facilities. The alternatives are expected to include any or all of the following elements:

- Implement tertiary treatment at the CWWTP to meet Title 22 standards.
- Implement advanced treatment at CWWTP beyond Title 22 standards for agricultural customers, and/or groundwater injection.
- Construct clearwell storage at CWWTP.
- Construct recycled water distribution system.
- Construct injection wells for groundwater recharge and/or seawater intrusion barrier.

Information will be reviewed from other related regional planning activity including the South Coast Recycled Water Development Plan (RMC 2013), Wastewater Collection System Master Plan (CSD, April 2005), Water Reliabilities Strategies 2030 (CVWD, February 2006), Santa Barbara Water Supply Planning Study (Carollo, 2009), Goleta Reclaimed Water Project Study (CDM, 1999), Cost of Tertiary Wastewater Treatment for Southern Santa Barbara County (GWSD, 2004), Water Reclamation Research (HTO, 2000), California Ocean Wastewater Discharge Report and Inventory (HTP, 2010), and Montecito Water Reclamation Study (CH2M HILL, 1991).

A conceptual level engineering evaluation of the project alternatives will be performed to ultimately select preferred facilities. Each alternative will be analyzed for its ability to meet a set of evaluation criteria that are expected to include:

- Ability to meet projected demands (volume, timing and water quality)
- Volume of recycled water put to beneficial use
- Conceptual level capital costs, O&M costs, unit cost, cost effectiveness and projected cash flow needs
- Maximum economical volume based on specific alternative assumptions (e.g. pipe capacity, tertiary water availability, pumping capacity, etc.)
- Ability to arrange necessary institutional agreements
- Permitting and environmental constraints

Alternative components will include treatment, pumping, storage and conveyance facilities. A preferred alternative will be selected and carried forward in Task 3.2.

Task 3.2: Recommended Facilities Plan
The recommended facilities will be developed to a facility plan level as described below.

Facilities: Preliminary design criteria will be determined for the recommended treatment facilities, pipelines, pump(s), and reservoir(s). Refined pipeline routes will be determined. Any potential design hurdles and/or potential implementation issues (easements requirements, construction permit acquirement period, constructability) that will need to be addressed and resolved to avoid delay in future design and construction will be identified.

Cost Estimate and Benefits Summary: Planning level cost estimates for design, construction, operation and maintenance of the recommended facilities will be developed. Cost estimates will be based on the review of historical cost estimates on similar jobs and similar areas and on information from recent local bids. The benefits associated with the recommended facilities (including potable water savings) will be identified.

Implementation Schedule: An implementation schedule that includes environmental documentation, Title 22 report development, market assurances, permitting, design and construction will be developed.

Task 3 Assumptions:
- *CSD will guide RMC in the selection of "logical" pipeline alignments given the identified recycled water market through their knowledge of the CSD's site constraints (alternatively, CSD will provide RMC with maps showing major utilities corridors, major traffic corridors, and other information to be determined).*

Task 3 Deliverables:
- *Planning and design assumptions*
- *Summary of alternatives and alternative evaluation results*
- *Preliminary design criteria for recommended facilities*
- *A schematic, map and layout for each alternative and for the recommended facilities*
- *Conceptual level cost estimates for alternatives and planning level cost estimate for the recommended facilities*
- *Implementation schedule for the recommended facilities*

Task 4. Construction Financing Plan
The objective of this task is to prepare a construction financing and revenue plan for the facilities recommended under Task 3.2. CSD's projected recycled water pricing policy will be documented. Future revenue sources and funding opportunities will be identified and evaluated. These include sale to industrial customers, sale for other non-potable users, and avoided costs associated with reducing imported water supplies.
Other potential outside funding sources will be considered. Sources may include:

- State grant funding (DWR, SWRCB), including Proposition 84 Implementation Funding
- State Revolving Fund Loan
- Federal grant funding (USBR, USEPA)
- Potential State Water Bond Funding (November 2014 ballot)

A cash flow analysis and sensitivity analysis to failure of users to connect to the system and/or failure to receive outside funding will be performed. A construction financing plan and a revenue program for the facilities recommended in Task 3.2 will be prepared.

Task 4 Deliverables:

- *Table summarizing projected facilities costs and revenues (monthly projections for the design/construction period; annual projections after start of operation)*

Task 5. Facilities Planning Report

This objective of this task is to prepare a Facilities Planning Report that meets the SWRCB guidelines. Per the Water Recycling Facilities Planning (WRFP) Guidelines, "the facilities planning grant must result in a final facilities planning report. The final report must include an analysis of all of the essential components of potential project alternatives."

Task 5.1: Administrative Draft Facilities Planning Report Preparation

An Administrative Draft Facilities Planning Report (Admin Draft, or 70% level complete) will be prepared, based on the findings of the Market Assessment and subsequent Facilities Planning Study. The Draft will summarize the findings of Tasks 2 through 4. It will include detailed descriptions of customer onsite and offsite facilities, new storage and conveyance facilities, an operations plan, a market assurance strategy, a revised cost estimate, and economic and financial analyses for the optimal near-term project. The report will include an implementation schedule that will provide the basis for seeking local, state, and federal funding assistance. Copies of supporting engineering and other calculations will be provided in either an appendix or a separate document.

Task 5.2: Draft and Final Facilities Planning Report Preparation

RMC will incorporate CSD comments on the Admin Draft into the Draft Facilities Planning Report (95% level complete) that will be submitted to the SWRCB for review. Comments from the SWRCB on the draft report will be addressed and a Final Facilities Planning Report will be prepared. Copies of supporting engineering and other calculations will be provided in either an appendix or a separate document.

Task 5 Assumptions:

- *The report will be prepared using RMC standard report format*
- *Two-week review period by CSD for the Administrative Draft Report*
- *Four-week review period by the SWRCB for the draft Report is assumed.*

Task 5 Deliverables:

- *Administrative Draft Facilities Planning Report (10 color hard copies and 1 electronic copy)*
- *Draft Facilities Planning Report (10 color hard copies and 1 electronic copy; includes 3 copies for the SWRCB)*
- *Final Facilities Planning Report (10 color hard copies and 1 electronic copy; includes 3 copies for the SWRCB)*

Task 6. Project Communications and Quality Control

The objective of this task is to ensure adequate coordination and communication between the consultant team and CSD for the duration of the project and provide the necessary quality control on the study deliverables. The objective of this task is also to ensure timely coordination with the SWRCB, obtain feedback, guidance and approval over the course of the study.

Task 6.1: Coordination and Communication

General project management activities (including tracking budget/schedule, preparing monthly invoice and progress report) will be performed. RMC will communicate regularly with the CSD (typically monthly phone call to report on project status and discuss information/coordination needs).

Task 6.2: Meetings with SWRCB

An initial kickoff meeting between RMC, CSD and SWRCB staff will be held to satisfy SWRCB requirements. The purpose of the meeting will be to confirm overall study goals and objectives, establish lines of communication, confirm critical assumptions (e.g. study area) that might affect the directions of the study, and start gathering the information necessary for the completion of the study. A "mid-course" meeting between RMC, CSD and SWRCB staff will be held to present the proposed structure and content of the Draft Facilities Planning Report to SWRCB and obtain feedback and guidance prior to submission of the report to SWRCB. It is assumed that the meetings will be held in Rosamond.

Task 6.3: Quality Assurance and Quality Control

Quality assurance and quality control will be performed for all deliverables identified in Tasks 1 through 5.

Task 6 Deliverables:

- *Meeting agenda, material, and minutes*
- *Monthly invoice and progress report*

Optional Task 01. Initial Study

The work to be performed under this task is presented as optional for the convenience of CSD. The objective of this task is to determine the required level of environmental review for the facilities recommended under Task 3.2 so that CSD can move forward with the design and construction of the facilities.

A preliminary review of the environmental issues will be conducted in accordance with the California Environmental Quality Act (CEQA) to determine if there are any impacts that could be significant and unavoidable, or significant and require more than standard mitigation measures. This review will be documented by the preparation of an Initial Study and will have developed sufficient information to allow determination of the type of environmental documentation required for project implementation (Negative Declaration/Mitigated Negative Declaration (ND/MND) or Environmental Impact Report (EIR)).

The scope of this task is similar to preparation of a ND/MND in that it reviews each resource topic identified in CEQA Guidelines' Appendix G, but would be completed prior to the required public notice and review steps and would not include detailed site surveys, modeling, or development of mitigation measures. The Initial Study will be based on available existing information and no field surveys or technical studies will be completed because the scope of these efforts is dependent on whether a ND/MND or EIR is needed. Also, the Initial Study would be for internal use at CSD and would only be distributed publicly at CSD's discretion once the formal CEQA compliance process is initiated.

Note that the advantage of this approach is that sufficient definition of potential environmental issues and impacts will be developed utilizing portions of the SWRCB planning grant funding.

Optional Task 01.1: Site Visit and Kick off Meeting
RMC will attend a kick-off meeting at CSD's offices and conduct a site visit of the proposed project site. RMC will meet with CSD staff to discuss the project and collect all applicable documents and information for use in completing the Initial Study. RMC will take photographs of the site(s) as appropriate.

Optional Task 01.2: Prepare Project Description
Based on information developed under Task 3, RMC will prepare a Draft Project Description for review by CSD. The project description will include a location map, site plan, and description of project activities including construction and operation. The project description will be as detailed as possible, describing the project's geographic location, the area directly affected by the project (its "footprint"), the methods and means used to construct the project, and project operations.

Optional Task 01.3: Administrative Draft Initial Study

RMC will review existing CEQA environmental documents from the study area and prepare an Initial Study in accordance with CEQA Guidelines Appendix G to determine the required level of environmental review. The Initial Study will identify the potential environmental impacts of the preferred project, including supplemental comments which clearly and concisely describe those impacts. The supplemental comments will identify the need for mitigation measures to reduce potential environmental impacts to less-than-significant levels. The Initial Study will be organized by CEQA resource category and will address each project component, as needed. An electronic copy of the Administrative Draft Initial Study will be provided to CSD for review.

Optional Task 01.4: Final Draft Initial Study

RMC will revise the Administrative Draft Initial Study in response to the CSD's comments and prepare the Final Draft Initial Study. RMC will make a recommendation as to what level of environmental review should be conducted for the preferred project (ND/MND or EIR). An electronic copy of the Final Draft Initial Study will be provided to CSD.

Optional Task 01 Assumptions

- *Site visit to be conducted by two staff personnel (RMC CEQA task leader and associate).*
- *No air quality modeling, biological field surveys, cultural resources literature review, or permitting applications would be conducted as part of this scope.*
- *The Initial Study report is intended to determine the need for an ND/MND or EIR, which will not be completed as part of this study.*

Optional Task 01 Deliverables:

- *Meeting minutes from environmental documentation kick-off meeting and site visit*
- *Electronic copy of Project Description, Administrative Draft Initial Study, and Final Draft Initial Study*
- *Administrative Draft Initial Study (2 color copies and CDs)*
- *Final Draft Initial Study (5 color copies and CDs)*

Schedule

The table below summarizes the proposed schedule for executing this scope of work. RMC's experience is that portions of the schedule may be able to be expedited but will depend upon the duration of review and approval by CSD and the SWRCB.

CSD Board Approval	April 15, 2014
Submit grant application to SWRCB	May 15, 2014
Notice-to-Proceed from SWRCB	August 15, 2014
Administrative Draft Facilities Plan	November 15, 2014
Draft Facilities Planning Report	December 15, 2014
Review meeting with SWRCB	January 15, 2015
Final Facilities Planning Report	March 15, 2015
Draft Initial Study	June 15, 2015

Budget

The table on the following page outlines the proposed fee estimate to execute this scope of work. Items to consider include:

- All scope items can be funded by the SWRCB planning grant at a 50% match up to $75,000 with the exception of Task 1. If successful in securing the planning grant, the expected net cost to CSD will be approximately $104,000.
- CSD may wish to hold off on environmental clearance activities proposed under Optional Task 01 either at this time or during the course of the facilities plan development. If so, the expected net cost to CSD will be approximately $60,000 if CSD is able secure a SWRCB planning grant.

Fee Estimate

Carpinteria Sanitary District
Recycled Water Alternatives Evaluation and Facilities Plan

Tasks	Labor									ODCs		Total
	Dietrick, Brian, P.E.	Erickson, Kraig, P.E.	Caldwell, Kathy	Propersi, Miluska	Prickett, Rosalyn, AICP	Mohr, Crystal	Macklin, Cathy	Total Hours	Total Labor Costs (1)	ODCs	Total ODCs (3)	Total Fee
	Principal-in-Charge	Project Manager	Technical Advisor	Project Engineer	Environmental Task Lead	Environmental Planner	Admin.					
	$236	$205	$226	$184	$226	$184	$104					
Task 1: SWRCB Recycled Water Planning Grant Application												
1 SWRCB Recycled Water Planning Grant Application	2	10	2	20			4	38	$7,070	$0	$0	$7,070
Subtotal Task 1:	2	10	2	20		0	4	38	$7,070	$0	$0	$7,070
Task 2: Recycled Water Market Assessment												
2 Recycled Water Market Assessment	6	20		60			4	90	$16,972	$400	$440	$17,412
Subtotal Task 2:	6	20	0	60		0	4	90	$16,972	$400	$440	$17,412
Task 3: Alternatives Analysis and Recommended Facilities Project Plan												
3.1 Alternatives Development and Analysis	8	30		110			8	156	$29,110	$0	$0	$29,110
3.2 Recommended Facilities Project Plan	4	16		40			4	64	$12,000	$0	$0	$12,000
Subtotal Task 3:	12	46	0	150		0	12	220	$41,110	$0	$0	$41,110
Task 4: Construction Financing Plan												
4 Construction Financing Plan	2	8		32			4	46	$8,416	$0	$0	$8,416
Subtotal Task 4:	2	8	0	32		0	4	46	$8,416	$0	$0	$8,416
Task 5: Facilities Planning Report												
5.1 Administrative Draft Facilities Planning Report Preparation	2	20	8	60	8			98	$19,228	$500	$550	$19,778
5.2 Draft and Final Facilities Planning Report Preparation	2	16	4	24	4			50	$9,976	$1,500	$1,650	$11,626
Subtotal Task 5:	4	36	12	84	12	0	0	148	$29,204	$2,000	$2,200	$31,404
Task 6: Project Communications and Quality Control												
6.1 Coordination and Communication	2	16		8			8	34	$6,056	$0	$0	$6,056
6.2 Meetings with SWRCB	4	8		16			2	30	$5,736	$0	$0	$5,736
6.3 Quality Assurance and Quality Control	12	0		0			1	13	$2,936	$0	$0	$2,936
Subtotal Task 6:	18	24	0	24	0	0	11	77	$14,728	$0	$0	$14,728
Optional Task 01: Initial Study												
01.1 Site Visit and Kick off Meeting	0	4			12	12	2	30	$5,948	$350	$385	$6,333
01.2 Prepare Project Description	4	8			12	24	2	50	$9,920	$0	$0	$9,920
01.3 Administrative Draft Initial Study	4	8			12	140	16	180	$32,720	$0	$0	$32,720
01.4 Final Draft Initial Study	4	8			4	32	8	56	$10,208	$0	$0	$10,208
Subtotal Optional Task 01:	12	28	0	0	40	208	28	316	$58,796	$350	$385	$59,181

1. The individual hourly rates include salary, overhead and profit.
2. Other direct costs (ODCs) such as reproduction, delivery, mileage (rates will be those allowed by current IRS guidelines), and travel expenses, will be billed at actual cost plus 10%.
3. RMC reserves the right to adjust its hourly rate structure and ODC markup at the beginning of the calendar year for all ongoing contracts.

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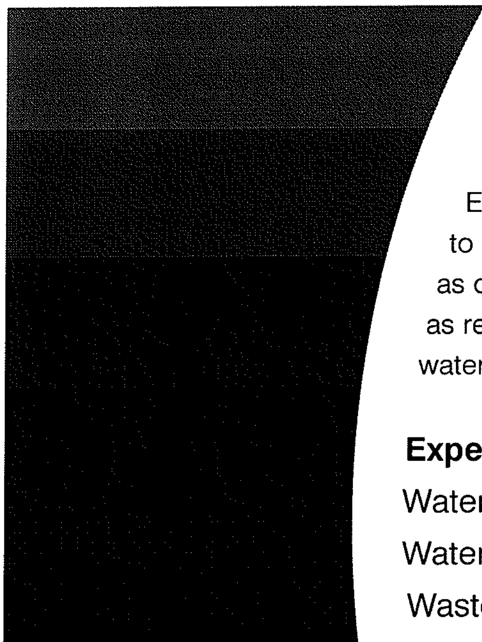
Innovative Solutions for Water and the Environment



RMC Water and Environment is a California-based environmental engineering company focused exclusively on water. We work with public agencies and local communities to develop innovative solutions for managing one of the earth's most vital resources.

Every day RMC brings sound technical expertise and big-picture thinking to a broad range of local and regional water-related projects. We operate as one company from offices located throughout California so we can be as responsive as possible while bringing real-world understanding of local water, wastewater and stormwater issues.

Expertise

Water Resources

Water Recycling

Wastewater Infrastructure

Wastewater Treatment

Water Infrastructure and Treatment

Flood and Stormwater Protection

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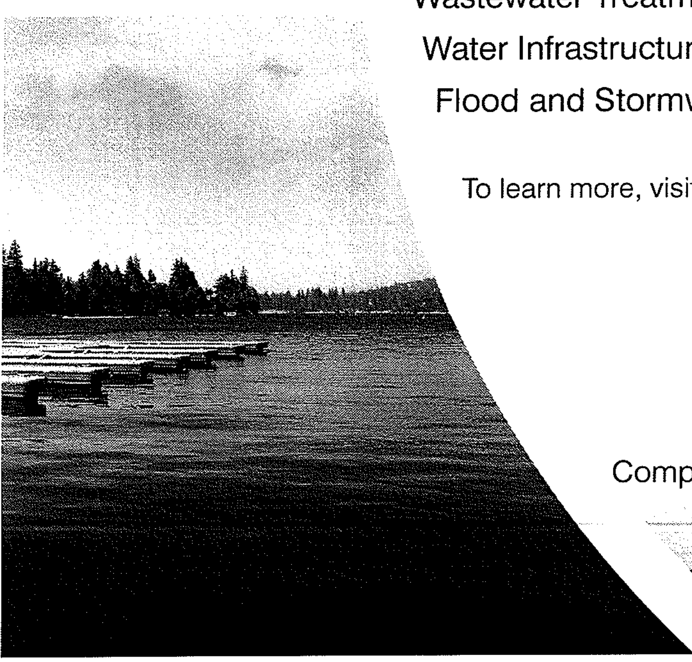
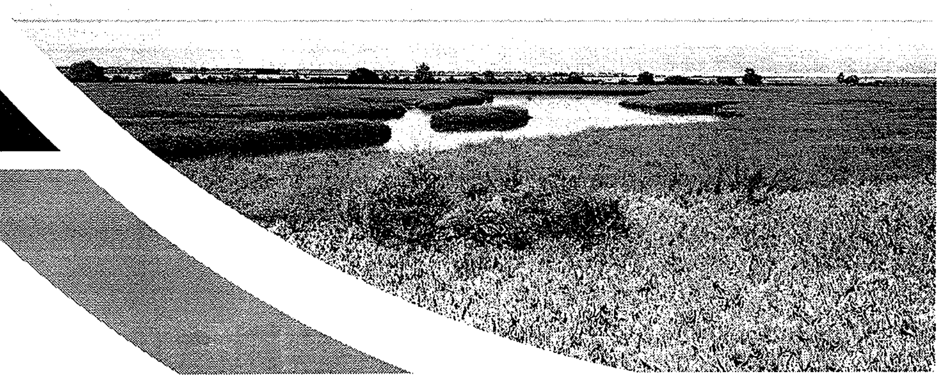


Complex Challenges | Innovative Solutions



Planning | Funding Support | CEQA/NEPA | Regulatory Compliance | Design and Construction | Information Management | Modeling | Program Management

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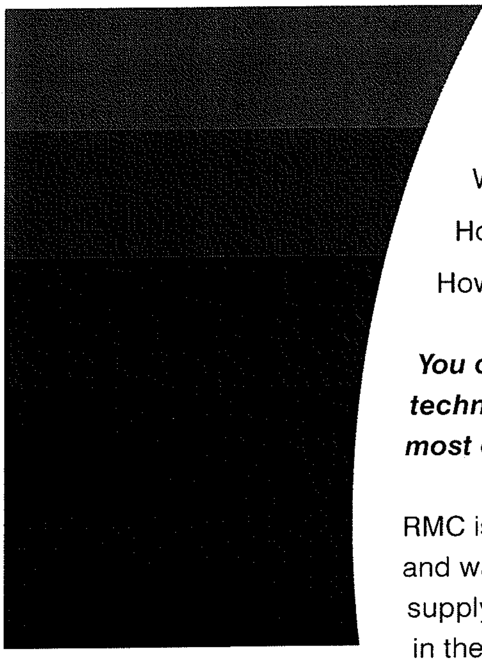
Water Resources



Engineering consultants need to have the right technical expertise for planning and designing water resources projects. But, adding a big picture perspective can help achieve even more.

Will regional partnerships help get my projects implemented?

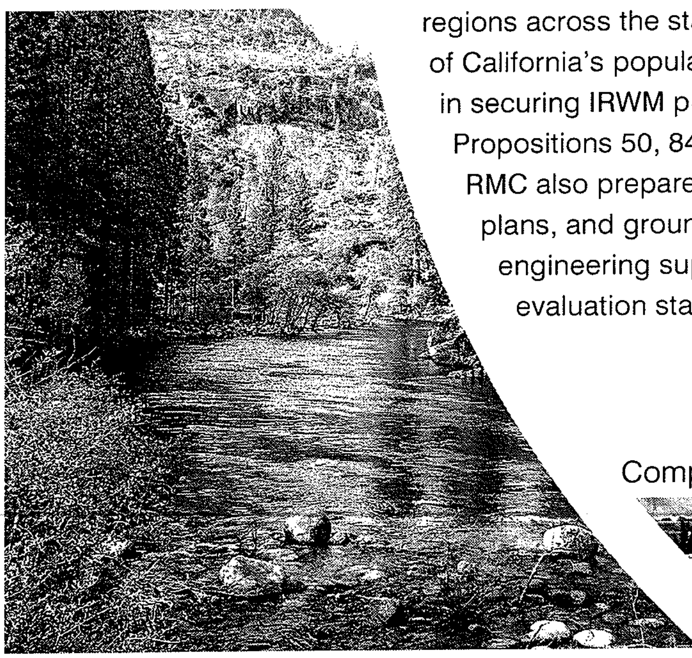
How can I diversify my water supplies?

How do I gain the public's support?

You can count on RMC Water and Environment to have the sound technical expertise and the big picture thinking needed to make the most of your water resources project or program.

RMC is a recognized leader in water resources, integrated water supply, and watershed planning in California, and we have provided strategic water supply planning since our founding in 1998. RMC has been heavily involved in the Integrated Regional Water Management Program, working with 22 regions across the state and providing IRWM services to more than 85% of California's population. And, we have an unparalleled success rate in securing IRWM program funding—more than $246 million—through Propositions 50, 84, and 1E.

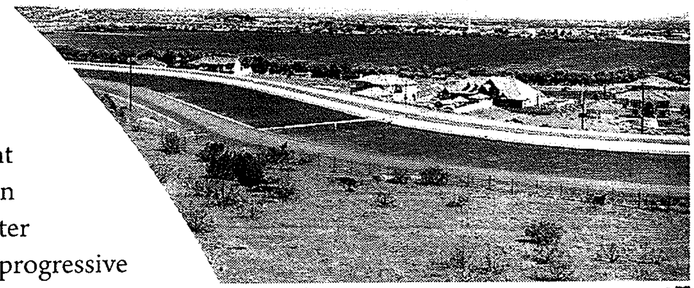
RMC also prepares urban water management plans, basin management plans, and groundwater management plans; and we provide engineering support for water resource projects—from the feasibility evaluation stage through project implementation.



Complex Challenges | Innovative Solutions

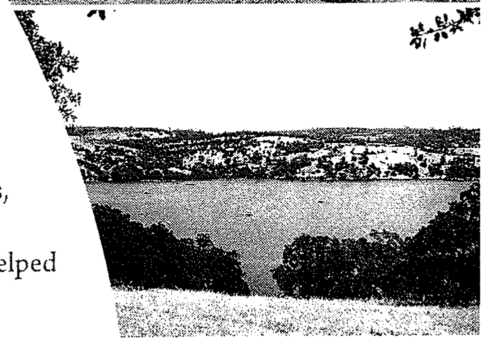
Planning | Funding Support | CEQA/NEPA | Regulatory Compliance | Design and Construction | Information Management | Modeling | Program Management

Strategic Water Resources Plan Tackles Water Supply Uncertainty



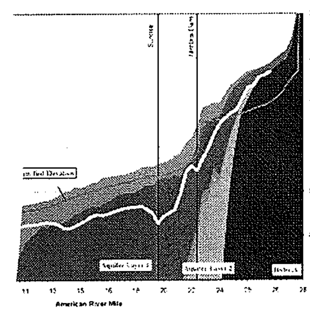
For the Palmdale Water District in northeastern Los Angeles County, RMC developed a clear strategy for creating over 30,000 AFY of new water supply. Through analysis and modeling of water supply and demand management alternatives, we created a coherent plan for accessing additional imported water sources, capitalizing on multiple groundwater banking opportunities, increasing groundwater pumping capacity, implementing water recycling, and expanding a progressive conservation program.

Regional Planning Secures Funding and Builds Public Support



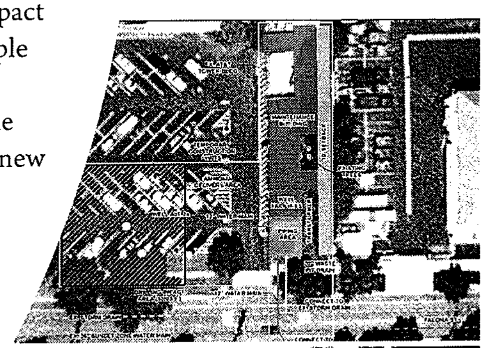
Working with the Mokelumne/Amador/Calaveras (MAC) IRWM Region since 2005, RMC has facilitated a collaborative planning process reflecting the region's diversity and goals for ensuring a reliable water supply, reducing flood-related impacts, and preserving water quality and the environment. We secured funding for this Sierra Nevada foothills region through five separate IRWM-related funding programs and helped successfully build public support for vital projects.

Integrated Modeling Clarifies the Inter-Relationship of Surface Water and Groundwater



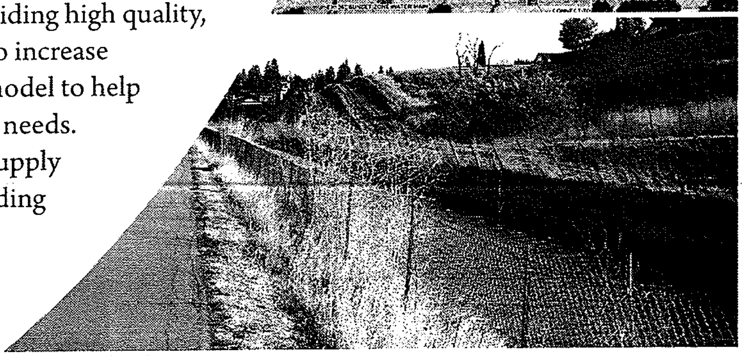
RMC led the modeling analysis for the Sacramento Groundwater Authority to simulate the effects of regional groundwater substitution and transfer programs on major surface water bodies in the area. Using the SacIGSM model, the analysis modeled the effects of the proposed banking on Delta inflows during the Delta shortage periods, of interest for biological and fisheries impacts.

Collaboration Supports Basin-Wide Goals



RMC provided preliminary facilities engineering and prepared the environmental impact report for the Pasadena Groundwater Storage Program, a joint program among multiple agencies aimed at ensuring the sustainability of the groundwater basin as a long-term reliable water source. We evaluated alternatives and prepared conceptual design for the groundwater nitrate treatment facility, three aquifer storage and recovery wells, and a new connection between two different water systems.

Flexible and Cost-Effective Plan Addresses Demand and Long-Term Reliability



Contra Costa Water District is faced with the challenge of providing high quality, reliable water supplies for a service area population projected to increase 28% over the next 25 years. RMC created a detailed decision model to help prioritize water supply alternatives that best meet the District's needs. We then developed a long-term plan that included evaluating supply reliability, alternatives, and conservation measures; recommending a water supply portfolio; and developing a cost-effective implementation plan.

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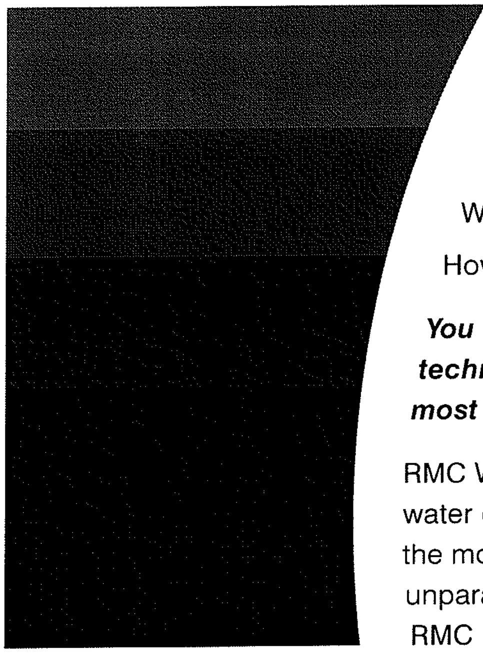
Water Recycling



Engineering consultants need to have the right technical expertise for planning and designing water recycling projects. But, adding a big picture perspective can help achieve even more.

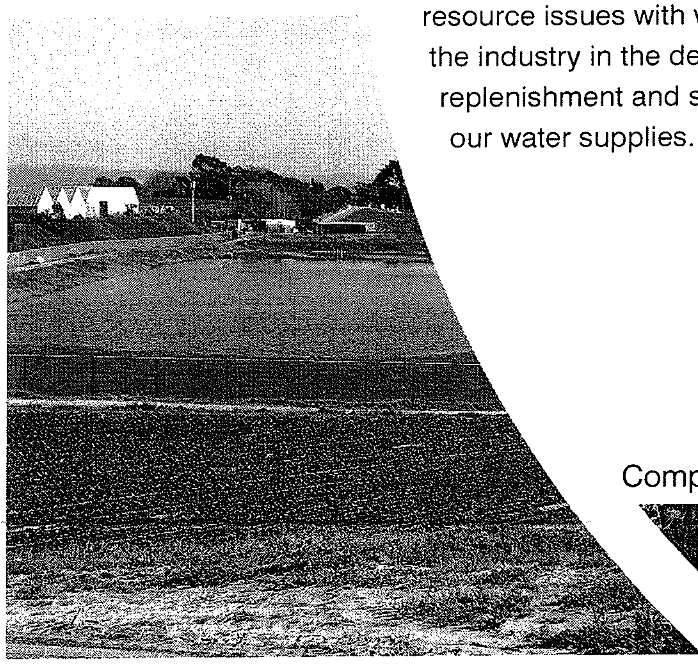
Is there a local or expanding market for recycled water?

What emerging treatment options are available?

How will changing regulations impact options?

You can count on RMC Water and Environment to have the sound technical expertise and the big picture thinking needed to make the most of your water recycling project or program.

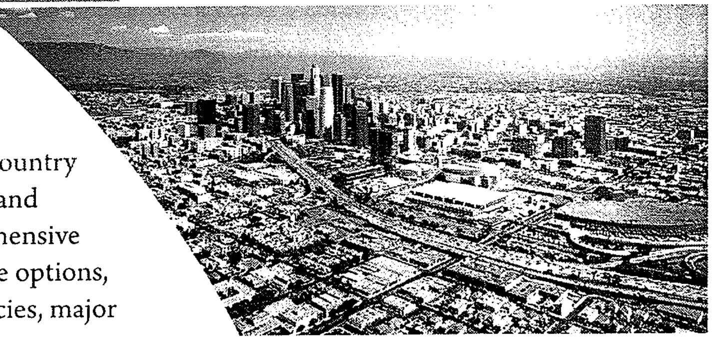
RMC Water and Environment was established on a foundation of recycled water expertise. We have gained a reputation for providing clients with the most advanced technical expertise in recycled water coupled with unparalleled commitment to innovation and comprehensive solutions. RMC has worked with cities and agencies throughout California on water resource issues with water recycling as a core focus. And, we are leading the industry in the development of potable reuse—including groundwater replenishment and surface water augmentation—to alleviate strains on our water supplies.



Complex Challenges | Innovative Solutions

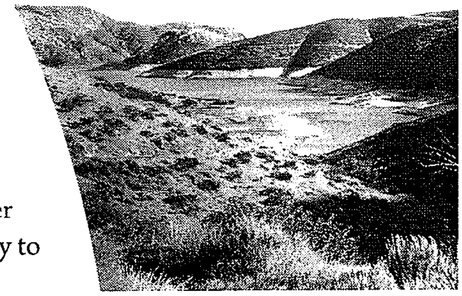
Planning | Funding Support | CEQA/NEPA | Regulatory Compliance | Design and Construction | Information Management | Modeling | Program Management

Comprehensive Planning to Reduce Imported Water Needs



RMC is leading the largest recycled water planning effort in the country to expand Los Angeles' recycled water supplies through projects and partnerships with local agencies. We managed a series of comprehensive master plans that analyzed non-potable and indirect potable reuse options, phased expansion of reuse systems, partnerships with other agencies, major potential reuse customers, and existing system reliability.

Advanced Water Purification Technology to Provide Safe and Reliable Water



RMC is managing program elements and public outreach services for San Diego's Water Purification Demonstration Project. The proposed project for surface water augmentation using advance treated recycled water is the first planned project of its type in California. The demonstration project is intended to provide the technical, water quality, environmental, public outreach, regulatory, and funding requirements necessary to implement a full-scale project.

New Regulations for Salt and Nutrient Management

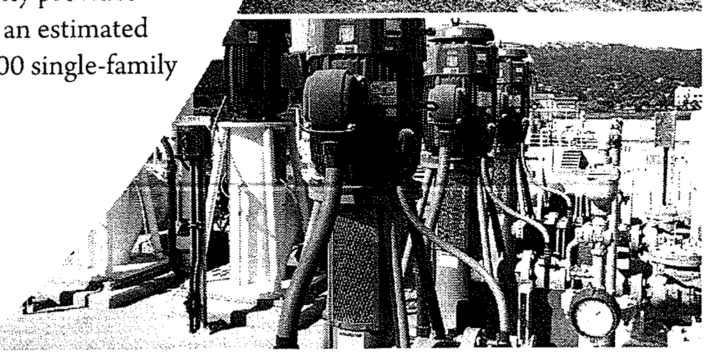
Santa Rosa brought in RMC to help identify and manage salt and nutrient inputs, streamline permitting of recycled water projects, and establish basin objectives and best practices for maintaining water quality. RMC is assisting Santa Rosa in navigating the new regulatory process associated with the State Water Resource Control Board's Recycled Water Policy and achieve early, trendsetting approval related to salt and nutrient management.

Regional Solution for Addressing Delta Water Supply Shortages

RMC is helping Del Puerto Water District and the Cities of Modesto and Turlock determine the feasibility of delivering up to 33,500 acre-feet per year of tertiary-treated recycled water to Central Valley lands for agricultural irrigation. The project is a regional solution to address south of the Delta water supply shortages and reliability concerns and enhance the viability of local farmland.

New Life for Abandoned Structures and Pipelines

RMC designed and provided engineering services during construction for a recycled water treatment facility in Novato incorporating existing process structures and pipelines that were no longer in use. The $6-million recycling facility provides tertiary treated water for local landscape irrigation, saving Novato an estimated 150 million gallons of water annually, enough to supply about 1,400 single-family homes a year.



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Kathy F. Caldwell

Senior Water Resources Planner

Experience

25 years

Education

M.A., Urban Planning and Environmental Policy Analysis, University of California, Los Angeles, 1997

Certificate in Hazardous Materials Management, UCLA Extension, 1994

B.A., Political Science, University of California, Berkeley, 1973

Summary

Kathy specializes in public policy with extensive experience in water resource planning and policy, public outreach, and stakeholder facilitation. She has managed several integrated regional water management projects in California. Kathy also has a significant background in acquiring and administering grant and loan funding. Over the last 15 years, Kathy has prepared grant and loan applications for many water agencies throughout the state of California.

Relevant Experience

Santa Barbara County Integrated Regional Water Management Planning
Project Manager. Kathy has worked with Santa Barbara County for six years managing various Integrated Regional Water Management (IRWM) planning projects. She is currently Project Manager for the IRWM Plan Update that will be completed in 2013. She managed the writing of the original IRWM Plan in 2007. The IRWM Plan serves as a foundation for water resource development and securing California grant funding for the region. IRWM planning is an outgrowth of efforts to develop plans, projects, and programs at regional levels that incorporate an integrated approach to water and other resources management. Development of IRWM plans involves integration of multiple water resource strategies and coordination of a wide stakeholder group from throughout the County of Santa Barbara.

Grant Writing, Various Agencies
Project Manager. Kathy has successfully written multiple grant and loan applications for clients throughout California. Those clients include Santa Barbara County Water Agency and Flood Control District, Los Angeles Department of Water and Power, Metropolitan Water District of Southern California, West Basin Municipal Water District, Mojave Water Agency, City of Santa Maria, Long Beach Water Department, Eastern Municipal Water District, Rancho California Water District, Coachella Valley Water District, Three Valleys Municipal Water District, Monte Vista Water District, Crescenta Valley Water District, Oceanside, Otay Water District, and Semitropic Water Storage District. The size of grants awarded ranges from $25 million to $100,000. She has written applications for state and federal agencies including the USEPA, US Bureau of Reclamation, California Department of Water Resources, State Water Resources Control Board, California Department of Public Health, California Resources Agency, the CALFED Bay-Delta Program, and California Energy Commission.

Santa Barbara County Integrated Regional Water Management (IRWM) Propositions 50 and 84 Grant Applications
Project Manager. Kathy successfully submitted three recent grant applications that have secured $28,578,000 to the Santa Barbara County IRWM Region. The Proposition 50 Implementation Grant application resulted in a $25 million grant from the SWRCB, the Proposition 84 Planning Grant application resulted in a $577,000 grant from DWR, and the Proposition 84 Round 1 Implementation Grant brought more than $3 million in grant funds from DWR to the region. Additional responsibilities as Project Manager included advocacy with State regulatory agencies, development of regional governance options, multi-objective decision-making for project selection, and consensus building with the 29 participating regional agencies.

Southern California Regional Integrated Drinking Water Quality Plan
Project Manager. Kathy was project manager for the Southern California Regional Integrated Drinking Water Quality Plan (Plan) completed in 2005. In this role, she conducted grant administration with the funding agency, California Bay-Delta Authority. The Plan developed an analytical framework from which to evaluate water quality tools or actions and strategies that can be used to improve regional drinking water quality over the next 15 years. Agencies participating in development of the Plan included the Metropolitan Water District of Southern California, Los Angeles Department of Water and Power, San Diego County Water Authority, Long Beach Water Department, Inland Empire Utilities Agency, Cucamonga Valley Water District, and Mojave Water Agency with assistance from the Mono Lake Committee.

Southern California Water Dialogue
Coordinator. Kathy has served as coordinator of the Southern California Water Dialogue since 2001. Water Dialogue participants from eight counties meet on a monthly basis to address the management of southern California's water supply to meet future needs and focus on reliability, water quality, conservation, recycling, storage, conveyance, and watershed management. Meetings are well attended by members of the water agency, environmental, watershed, elected officials and staff, and public interest communities. Kathy monitors water resource, water use efficiency, and watershed legislation and updates stakeholders on upcoming grant opportunities. She developed and manages the Water Dialogue website (www.socalwaterdialogue.org) that provides meeting, issues, funding and other related information to stakeholders.

Integrated Regional Water Management Plan Project Selection Process, County of Santa Barbara
Project Manager. Kathy was the project manager for the Santa Barbara County IRWM Plan Project Selection Process in 2010 and 2012. The Project Selection Process updated the 2007 IRWM Plan project list using multi-criteria decision-making to select new regional priority projects for State funding. The process included team building, public stakeholder outreach and workshops, provision of project information forms to collect project data, facilitation of agreement on regional issues and objectives, audit of project information, and utilization of a multi-criteria decision-making tool to objectively score and rank projects.

CALFED Bay-Delta Water Federal Funding Coalition
Project Manager. Kathy co-managed the CALFED Bay-Delta Federal Funding Coalition in the late 1990's. Coalition members were stakeholders from the urban, agricultural, and environmental communities. The Coalition worked to foster federal policy and funding in support of the CALFED Bay-Delta Program (CALFED). Kathy created promotional information packages to garner support from legislators for the CALFED Program.

Coachella Valley Integrated Regional Water Management Program, Coachella Valley Regional Water Management Group
Project Manager for Disadvantaged Community Outreach Program. Kathy is managing the Coachella Valley Integrated Regional Water Management (IRWM) Disadvantaged Community (DAC) Outreach Program which is funded by the Department of Water Resources (DWR). The DAC Program will develop and implement methods to improve DAC participation in IRWM planning and assist DWR in developing a model DAC Program for other similar areas in California. The DAC Program methods include expanded outreach efforts, the development and use of spatial data to characterize smaller DAC areas and flood control needs within DAC areas, a needs assessment for DACs in the region, identification of existing or proposed projects intended to benefit DACs, development of in-depth engineering and project management plans for priority DAC projects, and work items to ensure that information and outcomes from the DAC Program are included within the Coachella Valley IRWM Plan Update. The Program is supported by the Coachella Valley Water District, Coachella Water Authority, Desert Water Agency, Indio Water Authority, and Mission Springs Water District.

Brian Dietrick, P.E.

Principal, Senior Environmental Engineer

Experience	Education	Registration	Affiliations
22 years	M.S.E. Environmental Engineering, Loyola Marymount University, 1996 B.S.E. Civil/Environmental Engineering, Duke University, 1991	Professional Civil Engineer, California, #54920 , 1995	Water Environment Federation California Water Environment Association American Society of Civil Engineers CA WateReuse, Los Angeles Chapter

Summary

Brian is civil engineer specializing in facilities planning and design for water resources, wastewater, and recycled water projects. He has experience in technical planning for collection systems, distribution systems, groundwater recharge facilities, integrated regional water management plans, urban water management plans, and environmental impact and regulatory compliance reports. Brian's design experience includes large-diameter trunk sewer relief and replacement projects, sewer force mains, and sewer rehabilitation. He is also experienced in funding, cost estimating, industrial waste discharge, and public outreach. In addition to his engineering planning and design experience, Brian has served as a faculty lecturer at Loyola Marymount University for graduate level solid waste management classes.

Relevant Experience

Groundwater Reliability Improvement Program, Alternatives Analysis, Water Replenishment District of Southern California

Project Manager. RMC is leading a joint effort between the Water Replenishment District of Southern California, Los Angeles County Sanitation Districts, and the Upper San Gabriel Valley Municipal Water District. From 2010 to 2011, Brian served as project manager for consultant team of seven, including two sub-consultant partners. Prepared technical memoranda on existing planning documents and regulations, supply and facility options, and various project alternatives to offset the use of imported replenishment water in the Main San Gabriel and Central Basins. Project alternatives include combinations of imported water, storm water, groundwater, and recycled water improvements. The project included writing a successful application for a Water Recycling Planning Grant from the SWRCB and participation in all stakeholder outreach efforts.

Antelope Valley Integrated Regional Water Management Plan, AV Regional Water Management Group

Project Manager. Managed the IRWMP Plan Update and the Round 2 Implementation Grant Applications. RMC is working with the Antelope Valley Region to update its IRWM Plan, prepare an integrated flood management plan, provide support for development of a Salt and Nutrient Management Plan, and to support further Disadvantaged Community outreach in the Antelope Valley Region. The region is seeking to address groundwater adjudication lawsuits, the development of groundwater banking options, and the expansion of recycled water systems to offset further need for imported water from the Bay-Delta.

Recycled Water Seasonal Storage Project Feasibility Study, Las Virgenes MWD

Project Manager. RMC is preparing a Feasibility Study that analyzes a recycled water seasonal storage project, including expansions of the existing conveyance system and customer base outside the Las Virgenes service area. The project also includes a conceptual groundwater recharge project intended to maximize reuse from the District's water reclamation plant. Brian served as project manager for the study, which included writing a successful application for a Water Recycling Planning Grant from the SWRCB.

Proposition 1E Grant Application, City of Palmdale
Project Manager. RMC prepared the grant application for the Upper Amargosa Creek Flood Control, Recharge, and Habitat Restoration Project proposed by the City of Palmdale. Brian served as project manager for the grant, which demonstrated a positive benefit-cost ratio to Department of Water Resources based on an in-depth analysis of water supply and avoided flood damage benefits. The project was awarded $6.5 million, the full amount of requested grant funding.

Groundwater Recharge with Recycled Water Pilot Project – USBR Challenge Grant Program application, City of Lancaster
Project Manager. Prepared application for Challenge Grant Program: Recovery Act of 2009 Water Marketing and Efficiency Grants, including background data, technical project description, description of performance measures, description of potential environmental impacts, required permits and approvals, funding plan, commitment letters, and project budget proposal.

Groundwater Recharge with Recycled Water Pilot Project – Clean Water State Revolving Fund Program Application, City of Lancaster
Contributing Grant Writer. Assisted project manager to prepare application for Clean Water State Revolving Fund Program and Water Recycling Funding Program.

Palmdale 2025 Facilities Plan and Environmental Impact Report, LACSD
Technical Advisor/Reviewer. Provided technical review for chapters of the Palmdale 2025 Plan and drafted Executive Summary. The Palmdale 2025 Plan recommends upgrade to full tertiary treatment and a combination of agricultural reuse and municipal/industrial reuse for effluent management. Portions of this recommendation are currently being implemented in the southern Antelope Valley.

Lancaster Water Reclamation Plant Quarterly Reports, LACSD
Project Manager. Created reports to address orders from the Lahontan Regional Water Quality Control Board. Coordinated input from the facilities planning, design, operations, monitoring, and financial planning groups at LACSD. The report contained information regarding progress on construction, monitoring, and recycled water reuse development.

Lancaster Water Reclamation Plant Farm Management Plan, LACSD
Technical Advisor/Reviewer. Provided technical review for the Farm Management Plan which recommends agricultural reuse with disinfected tertiary recycled water, center pivot irrigation systems, and a contract or lease farming business model. This recommendation is currently being implemented at the Lancaster Water Reclamation Plant effluent management site in the central Antelope Valley.

2010 Urban Water Management Plan Update, Palmdale Water District
Project Manager. RMC updated the District's Urban Water Management Plan (UWMP) to meet 2010 requirements and those of Senate Bill 7-x7. Brian served as project manager for the 2010 Update, which includes supply and demand analyses, as well as calculations for baseline water use and 2020 water use targets.

2010 Urban Water Management Plan Update, City of Upland
Project Manager. RMC updated the City's Urban Water Management Plan (UWMP) to meet 2010 requirements and those of Senate Bill 7-x7. Brian served as project manager for the first part of the 2010 Update, which includes supply and demand analyses, as well as calculations for baseline water use and 2020 water use targets.

Kraig J. Erickson, P.E.

Civil/Environmental Engineer, Construction Manager

Experience	Education	Registration	Certification	Affiliations
12 years	BSE, General Engineering, California Polytechnic State University San Luis Obispo, 2002 MSE, Engineering with specialization in Integrated Technology Management, California Polytechnic State University San Luis Obispo, 2004	Professional Civil Engineer, California, #73895	NASSCO CIPP Inspector, 2010 LACSD, Recycled Water User Site Supervisor, 2012	WateReuse Association – Los Angeles Chapter, *Vice President* American Public Works Association – Southern California WateReuse Association – Industrial Use Subcommittee

Summary

Kraig participates in all aspects of project implementation, from planning through design and construction services. He has provided design and construction management services for pipeline, pump station, treatment and reservoir projects for recycled water, potable water, storm drainage, and wastewater systems. His areas of specialty include recycled water conversions for irrigation and industrial customers, pipeline design, construction cost estimating, condition assessment inspections, and construction management for infrastructure projects. Kraig has also provided engineering and construction management for public works construction, public buildings, and public parks. He is experienced with condition assessment and rehabilitation projects for pipelines, reservoirs, pump stations and wastewater treatment facilities, as a well a certified inspector for cured-in-place pipeline relining. Kraig has engineering experience with GIS, Auto-CAD, and hydraulic modeling software. He has been performing studies and providing engineering design services for various municipalities, government agencies, and private-sector clients throughout California since 2002.

Relevant Experience

Drinking Water SRF Grant Writing Support, Los Angeles Department of Water and Power (LA DWP)
Project Engineer. LADWP is pursuing funding for multiple projects under the American Recovery and Reinvestment Act in junction California Department of Public Health funding. RMC was tasked with preparing two engineering reports and a green business case for LA DWP. Kraig prepared engineering reports for the City Trunk Line South-Unit 2 Project and the River Supply Conduit Lower Reach-Unit 3 Project. Kraig also developed a green business case for the Santa Ynez Water Quality Improvement Project. LA DWP is requesting a total of $101-million in stimulus funding among these three projects.

Grant Funding, Water Replenishment District of Southern California
Project Engineer. WRD was investigating the feasibility of state and federal grant funding for groundwater and recycled water projects. Kraig assisted with the preparation of a presentation for WRD summarizing the plausible Proposition 50 funding chapters and local groundwater assistance program opportunities, as well as federal funding through U.S. EPA Region 9.

Greater Los Angeles County Region Integrated Regional Water Management Plan, Leadership Committee for LA County IRWMP
Project Engineer. The purpose of this IRWMP was to define a clear vision and direction for the sustainable management of water resources in the Greater LA County Region for the next twenty years, present the basic information regarding possible solutions and the costs and benefits of those solutions, and to inspire the Region and potential funding partners outside this Region that these solutions make sense, are good for the community, and are

economically feasible. RMC assisted in preparation of the IRWMP. Kraig worked on the water supply section of the IRWMP analyzing recycled water supply in the region. In addition Kraig assisted in the integration of projects based on project benefits and impacts. Kraig also prepared graphics for the IRWMP in GIS.

State Revolving Fund (SRF) Recycled Water Project, City of Lancaster
Project Engineer. RMC provided funding support to the City of Lancaster for three recycled water projects: City Park Recycled Water Retrofits, Avenue H-8 and 5th Street East Recycled Water Corridor, and Carter Park Recycled Water Project. Kraig worked directly with the City developing materials and attachment for the application packet.

Wastewater Collection and Recycled Water Distribution System, City of Malibu
Project Engineer. RMC is designing a wastewater collection system, 0.2-MGD wastewater treatment plant, and recycled water dispersal system for percolation as well as for reuse. During the planning process, Kraig served as the lead engineer for the recycled water dispersal/reuse system and provided preliminary design information and plans along with construction cost estimates. Currently in the design phase, Kraig is leading the pipeline design for both the collection and dispersal system. A key component of the system is the utilization of a dual trench for the HDPE wastewater collection system with the PVC recycled water distribution system. The recycled water system will carry tertiary treated effluent to both deep-groundwater injection wells as well as to irrigation customers in the City.

Recycled Water Plan Check, Yucaipa Valley Water District
Project Manager. The District is responsible for water treatment, water production, water delivery, wastewater collection, wastewater treatment and recycled water delivery in the Yucaipa Valley. As part of continued efforts with the District, RMC's responsibilities include providing plan check services for the use of recycled water for compliance with District and State Department of Public Health requirements. Kraig is managing the project coordinating with the District, customers, and developers for new uses of recycled water.

Recycled Water Regulatory Assistance, City of Camarillo – Water Division / Sanitary District
Project Manager. RMC is providing engineering support to the City of Camarillo for recycled water regulatory assistance. Tasks include assistance with Site Supervisor Training, regulatory compliance with recycled water at Conejo Cemetery, and regulatory compliance with recycled water at a new agricultural site. Kraig is preparing site conversions drawings for California Department of Public Health review, assisting in cross-connection testing, and attending meeting with the City and customers.

LA Harbor Industrial Customer Conversions, City of Los Angeles Department of Water and Power
Project Manager. RMC is providing LADWP with engineering support for the conversion of three large refineries and one air separation facility to recycled water use in cooling and boiler-feed operations in the LA Harbor. A key component of these industrial customers converting to recycled water use is analysis of treatment processes to be used in existing RO units and for the cooling towers. Kraig is leading the team providing the most beneficial conversion approach for each customer. Tasks include installation of flow recorders on all potable water meters, developing conversion cost estimates/alignments, assessing water balance, and determining impact of these new customers to the recycled water system.

Recycled Water Customer Development, West Basin Municipal Water District
Project Manager. RMC is providing WBMWD with as-needed engineering support for recycled water customer development. Kraig is serving as project manager to review/develop onsite drawings and supplemental engineering reports, perform site inspections with Los Angeles County Department of Public Health, and coordinate with contractors for submittals. Currently, Kraig is working as an extension of WBMWD staff to manage 19 customer conversions which parks, schools, medians, power-plants, dual-plumbed buildings, car washes, baseball fields, and a race track. In addition, Kraig is providing support to customers and recycled water site supervisor training. RMC is also providing assistance for expansion of WBMWD's system to the LA Harbor.

Crystal Mohr

Water Resources Planner

Experience

4 years

Education

Master of Environmental Science and Management, Conservation Planning, Donald Bren School of Environmental Science and Management, University of California, Santa Barbara, 2008

Bachelor of Science, Ecology, Behavior, and Evolution, University of California, San Diego, 2006

Affiliations

Association of Environmental Professionals (AEP)

Summary

Crystal is a project planner with experience working on Federal and State-level grant and loan applications; completing permitting documents; writing environmental impact reports, and completing initial studies and mitigated negative declarations in compliance with California Environmental Quality Act (CEQA) regulations; conducting research and biological field surveys; monitoring sensitive species populations; and using GIS and database tools. In addition, Crystal has experience working in the public sector to complete a verified greenhouse gas analysis.

Relevant Experience

2014 Coachella Valley Integrated Regional Water Management Plan, Coachella Valley Regional Water Management Group

Project Planner. Crystal provides general support to the Coachella Valley Regional Water Management Group for development of a comprehensive update to the 2010 IRWM Plan. Crystal helps to manage outreach for the IRWM Program, including directed outreach to economically disadvantaged and tribal communities, as well as general outreach to the public and the Planning Partners. Crystal also helps to manage progress reporting and contracting as this project is funded through a grant from the State of California (DWR).

State Revolving Fund Loan Support, Marina Coast Water District

Project Planner. Crystal assisted the Marina Coast Water District (MCWD) with applying for a State Revolving Fund (SRF) loan through the State Water Resources Control Board for their Regional Desalination Project. Completed portions of the project report and associated attachments, and coordinated with other consultants to complete the environmental documentation and credit review analysis.

U.S. Bureau of Reclamation WaterSMART Grant Application, City of Oceanside

Project Planner. Crystal assisted in preparing a WaterSMART Grant Application for an Advanced Water Treatment Pilot and Demonstration Project for the City of Oceanside. Her work included drafting and editing all sections of the grant application.

Proposition 1E Stormwater Flood Management Grant Proposal, City of Escondido

Project Planner. Crystal assisted in preparing a Proposition 1E Stormwater Flood Management grant application for the City of Escondido. Her work included completing technical evaluations of the proposed flood inundation zone, working on economic cost benefit analyses, completing analysis with the Flood Rapid Assessment Model (FRAM), and editing and drafting multiple sections of the grant application. Crystal was also responsible for providing GIS support, and creating maps and figures for the grant application.

Proposition 1E Stormwater Flood Management Grant Proposal, City of San Marcos
Project Planner. Crystal assisted in preparing a Proposition 1E Stormwater Flood Management grant application for the City of San Marcos. Her work included completing technical evaluations of the proposed floodplain, working on economic cost benefit analyses, completing analysis with FRAM, and editing and drafting multiple sections of the grant application. Crystal was also responsible for providing GIS support, and creating maps and figures for the grant application.

Coachella Valley Integrated Regional Water Management Implementation Grant Proposal Round 2, Coachella Valley Regional Water Management Group
Project Planner. Crystal assisted in preparing the Proposition 84 IRWM Implementation grant application, managing stakeholder and technical input from agencies and local project sponsors, facilitating the project review and selection process, and drafting the grant application. Crystal was also responsible for coordinating with the economic analysis team to complete the cost-benefit analyses for all projects included in the grant application.

Coachella Valley Integrated Regional Water Management Implementation Grant Proposal Round 1, Coachella Valley Regional Water Management Group
Project Planner. Crystal assisted in preparing the Proposition 84 IRWM Implementation grant application, managing stakeholder and technical input from agencies and local project sponsors, and drafting multiple sections of the grant application. Crystal was also responsible for providing meeting support for ongoing Regional Water Management Group meetings.

San Diego Integrated Regional Water Management Program, San Diego Regional Water Management Group
Project Planner. Crystal provides general support to the San Diego Integrated Regional Water Management (IRWM) Program. Support includes preparation of materials and facilitation for stakeholder workgroup meetings, public outreach meetings, directed DAC and tribal meetings, Regional Advisory Committee, and Regional Water Management Group (RWMG) meetings. In addition, Crystal helped author the 2013 IRWM Plan that was recently released for public review. Crystal also helps to manage progress reporting and contracting as this project is funded through a grant from the State of California (DWR).

Upper Santa Margarita Watershed IRWMP Grant Application
Project Engineer. Assisting in the development of a Round 2 planning grant application for the region that also involved developing the scope, budget and schedule for the Rancho California Water District Salt and Nutrient Management Plan.

Rosalyn Prickett, AICP

Water Resources Planner

Experience

14 years

Education

MLA, Environmental Planning, University of California Berkeley

MCP, City and Regional Planning, University of California Berkeley

BS, City and Regional Planning, California Polytechnic State University San Luis Obispo

Certification

American Institute of Certified Planners (AICP)

Affiliations

WateReuse Association

Association of Environmental Professionals (AEP)

American Planning Association (APA)

Summary

Rosalyn Prickett specializes in water resources planning, environmental assessment, regulatory permitting, and funding support. She has a demonstrated ability to manage complex, schedule-driven projects. She effectively manages integrated water resources planning and associated stakeholder outreach efforts, including the development of State and federal funding applications. Her specialty in environmental documentation and regulatory permitting for water, wastewater, and recycled water infrastructure projects provides RMC's clients with the full range of planning and implementation services.

Rosalyn has a working knowledge of the provisions and requirements of the Clean Water Act, Porter-Cologne Water Quality Control Act, California Environmental Quality Act, National Environmental Policy Act, and federal and State Endangered Species Acts.

Relevant Experience

North San Diego Regional Recycled Water Project Feasibility Study and EIR, Olivenhain Municipal Water District
Project Manager. Preparing a Feasibility Study and EIR, in cooperation with the U.S. Bureau of Reclamation and U.S. Army Corps of Engineers, for the North San Diego Regional Recycled Water Project. This regional project includes recycled water production, storage, and distribution facilities necessary to optimize use of recycled water throughout the service areas of 10 water purveyors in northern San Diego County, along with U.S. Marine Base Camp Pendleton. Environmental analysis will provide all CEQA and NEPA documentation necessary for the federal agencies to make their findings prior to granting federal (Title XVI and WRDA) funding.

Upper Santa Margarita Watershed Integrated Regional Water Management (IRWM) Program, Rancho California Water District
Project Manager/Grant Writer. Rosalyn led the Upper Santa Margarita Watershed region in developing a successful Planning Grant (Round 2) application to prepare a comprehensive update of their IRWM Plan. Developed project-related materials (work plan, budget, schedule, economic analysis) for the Santa Margarita Nutrient Management Project, an inter-regional project supported by both the Upper Santa Margarita and San Diego IRWM regions, in the Proposition 84-Round 1 funding cycle.

San Diego Integrated Regional Water Management (IRWM) Program, San Diego County Water Authority, City of San Diego, County of San Diego
Project Manager. Supporting the San Diego region in developing an integrated, consensus-based approach to ensuring the long-term viability of San Diego's water supply, water quality, and natural resources. Facilitates meetings of the 32-member multi-disciplinary Regional Advisory Committee to identify water resources issues and prioritize projects that contribute to attainment of the Region's objectives. Develops web database tools and prepares deliverables to

position the Region for near-term funding opportunities (applications for the Region Acceptance Process and Proposition 84 planning and implementation grants). Implementing a public involvement program to engage disadvantaged and environmental justice communities.

Coachella Valley Integrated Regional Water Management (IRWM) Program, Coachella Water Authority, Coachella Valley Water District, Desert Water Agency, Indio Water Authority, and Mission Springs Water District
Project Manager. Supporting the Coachella Valley region in expanding its IRWM program, including developing a consensus-based region description, issues identification, goals setting, establishment of regional priorities, project identification and prioritization, and coordination with regulatory agencies. Prepared grant applications in compliance with the Department of Water Resources' IRWM program, including Proposition 84 planning and implementation. Implementing a public outreach and involvement program to engage local stakeholders, including disadvantaged communities and tribes, in integrated planning. Providing design and engineering support to disadvantaged communities for implementation projects that meet critical water resources needs.

Integrated Regional Water Management (IRWM) Funding Support, Multiple Regions
Project Manager. Prepares funding applications for Proposition 84 planning and implementation under the California Department of Water Resources' IRWM Grant Program. Facilitates stakeholder outreach and training on the nuances of IRWM funding. Supports development of funding application materials for non-governmental and disadvantaged community organizations. Develops web database tools and conducts technical analysis to assess the viability of the Region's projects for IRWM funding. Prepares extensive technical justification and economic analyses of the Region's projects to support funding applications.

Proposition 1E Stormwater and Flood Management Funding Support, City of Escondido
Project Manager. Prepared application under Proposition 1E Stormwater and Flood Management Grant Program for the Lake Wohlford Dam Replacement Project. Prepared extensive technical justification and economic analyses of the projects to support funding application.

Proposition 1E Stormwater and Flood Management Funding Support, City of San Marcos
Project Manager. Prepared application under Proposition 1E Stormwater and Flood Management Grant Program for the San Marcos Creek Floodway Improvement Project. Prepared extensive technical justification and economic analyses of the projects to support funding application.

WaterSMART Funding Support, City of Oceanside
Project Manager. Prepared application under the U.S. Bureau of Reclamation's WaterSMART: Water and Energy Efficiency Program for construction of the San Luis Rey Water Reclamation Facility Efficiency Upgrades – Phase I. Developed detailed service area description, project description, and technical analysis of evaluation criterion.

Clean Water State Revolving Fund Support, Carlsbad Municipal Water District
Project Manager. Prepared joint application under the State Water Resources Control Board's Clean Water State Revolving Fund and Water Recycling Funding Program. Prepared detailed Project Report documenting the Phase III Recycled Water Project. Refined previous recycled water demand and cost assessment given current conditions. Compiled extensive Financial Assistance Application and supporting materials for submittal with the application.

Miluska Propersi, P.E.

Water Resources Engineer

Experience	Education	Registration	Affiliations
7 years	M.S., Civil Engineering (specialization in Hydrology and Water Resources Engineering), University of California, Los Angeles, June 2007 B.S. Neuroscience, University of California, Los Angeles, June 2004	Professional Civil Engineer, California, #77174, 2010	California Water and Environment Association (Vice President of the Los Angeles Basin Section) American Society of Civil Engineers

Summary

Miluska Propersi has experience working on planning and design projects involving water resources, recycled water and collection systems. She has experience in regional/local master planning, hydraulic modeling, economic and engineering analysis of recycled water, water supply, and wastewater conveyance systems. Her experience includes developing hydraulic models, performing hydraulic analyses, preparing master plan reports/feasibility studies and implementing capital improvement programs for water, recycled water and wastewater cities/agencies. Additional experience includes developing salt nutrient management plans, water supply assessments, and water conservation outreach for industrial/commercial businesses. She also has experience in pipeline design and construction cost estimating. Her hydraulic modeling software experience includes H2OMap Water, InfoWater, InfoWorks CS, InfoSWMM and Arc GIS.

Relevant Experience

Proposition 1E Grant Application, Santa Barbara County
Project Engineer. RMC prepared the grant application for the Lower Mission Creek proposed by the County of Santa Barbara. Miluska developed sections of the grant application.

Greater Los Angeles County Integrated Regional Water Management (GLAC IRWM) Program and Funding Support for Prop 84 - Round 2 Implementation Grants, Los Angeles County Public Work
Project Engineer. RMC prepared 15 projects for the Proposition 84, Round 2 Implementation Funding from the GLAC IRWM . Miluska coordinated with the client, prepared draft attachments for five of the requested funding projects. The project was awarded the full amount of requested grant funding.

Title XVI Local Groundwater Assistance, Upper San Gabriel Valley Municipal Water District
Project Engineer. Miluska assisted the development of the Upper District Indirect Reuse Groundwater Replenishment Project Grant Application Proposal for the Title XVI Water Reclamation and Reuse Program. The proposal is for partial funding of a Feasibility Study for the Upper District Indirect Reuse Groundwater Replenishment Project that will seek to implement solutions to reverse diminishing groundwater supplies. Miluska gathered available data, prepared grant language and exhibits and developed multiple sections of the application.

Pilot Project USBR Grant, City of Lancaster
Project Engineer. Miluska assisted and prepared the Bureau of Reclamation Challenge Grant Application for a pilot groundwater recharge project using recycled water for the City of Lancaster. She gathered available data, prepared grant language and exhibits and developed multiple sections of the application.

SRF Assistance Application Support, City of Lancaster
Project Engineer. Miluska assisted and prepared three Financial Assistance Applications for three recycled water expansion projects for the Clean Water State Revolving Fund Program and the Water Recycling Funding Program. She assisted in the grant development, determined qualifying projects and in the development of exhibits for the grant application.

North San Diego County Regional Recycled Water Project Feasibility Study and Environmental Impact Report, Olivenhain Municipal Water District
Project Engineer. RMC is preparing a Feasibility Study and Environmental Impact Report, in cooperation with the U.S. Bureau of Reclamation and U.S. Army Corps of Engineers, for the North San Diego County Regional Recycled Water Project. This regional project includes recycled water production, storage, and distribution facilities necessary to optimize use of recycled water throughout the service areas of 10 water purveyors in northern San Diego County, along with U.S. Marine Base Camp Pendleton. The environmental analysis will provide all CEQA and NEPA documentation necessary for the federal agencies to make their findings prior to granting federal (Title XVI and WRDA) funding. Miluska is updating the regional recycled water system and analyzing the hydraulics and preparing cost estimates.

East County Industrial Recycled Water Feasibility Plan, Delta Diablo Sanitation District
Project Engineer. The East County Industrial Recycled Water Feasibility Plan includes grant funding application and developing recycled water facilities plan that focuses on maximizing existing and future industrial reuse opportunities. Miluska modeled multiple alternatives of supply/demand using H2OMap Water. She performed pump station calculations, alternative flow analysis and developed cost estimates for each alternative. She also developed GIS figures for report and client meetings.

West Basin Recirc and Save, West Basin Municipal Water District
Project Engineer. RMC is helping West Basin Municipal Water District (WBMWD) with their water conservation program, Recirc and Save Funding opportunity by contacting existing WBMWD customers and conducting field and equipment site visits to identify water conservation projects. Miluska has conducted industrial facility water use reduction audits and provided summary report including estimated water reduction, savings from water and sewer flow reduction, impact on wastewater strength, life cycled costs analysis and recommendation for incentive program.