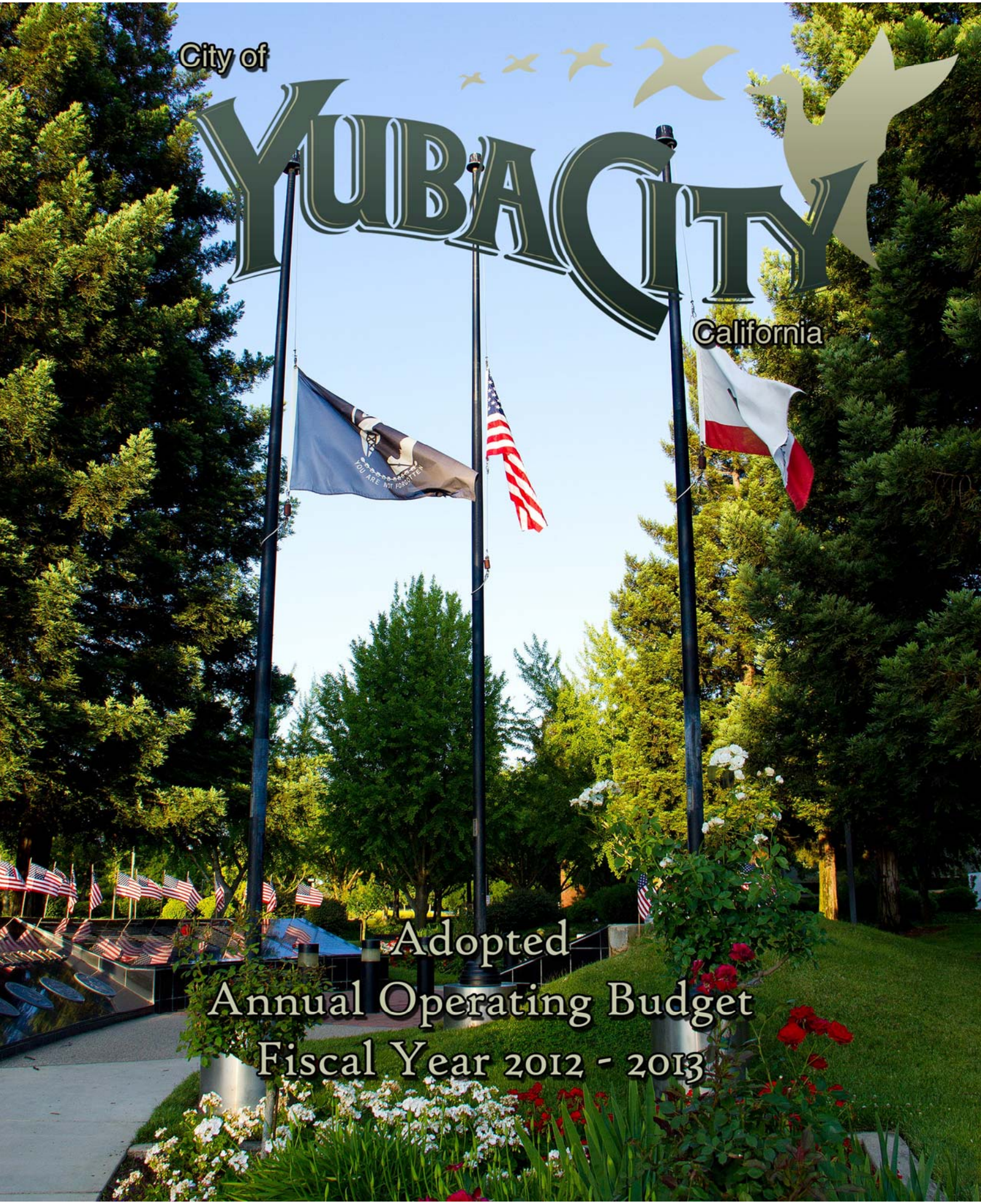


City of

YUBA CITY

California

Adopted Annual Operating Budget Fiscal Year 2012 - 2013

City of Yuba City 2012-13 Budget

City Officials
July 1, 2012 through June 30, 2013

John Miller
Mayor 2011-2012

Leslie McBride
Mayor Pro-Tem 2011-2012

John Buckland
Councilmember

Tej Maan
Councilmember

John M. Dukes
Councilmember

Steven R. Jepsen
City Manager

Steven C. Kroeger
City Treasurer

Terrel Locke
City Clerk

1201 Civic Center Boulevard, Yuba City, Sutter County, California 95993
www.yubacity.net

DEDICATED TO THE MEMORY OF A FALLEN SOLDIER

On May 7, 2012 a son of our community was killed in action defending our freedom. At the age of 24, Army Specialist Chase Stone Marta lost his life while in the Ghazni province, Afghanistan as part of "Operation Enduring Freedom". To pay tribute to the lifelong Yuba City resident, thousands of community members filled the streets, waving American flags all along the funeral procession route. In reverence to the family of Spc. Chase Marta, the community rallied to show support and respect. Unfortunate events such as this show the true spirit and camaraderie of our wonderful City.

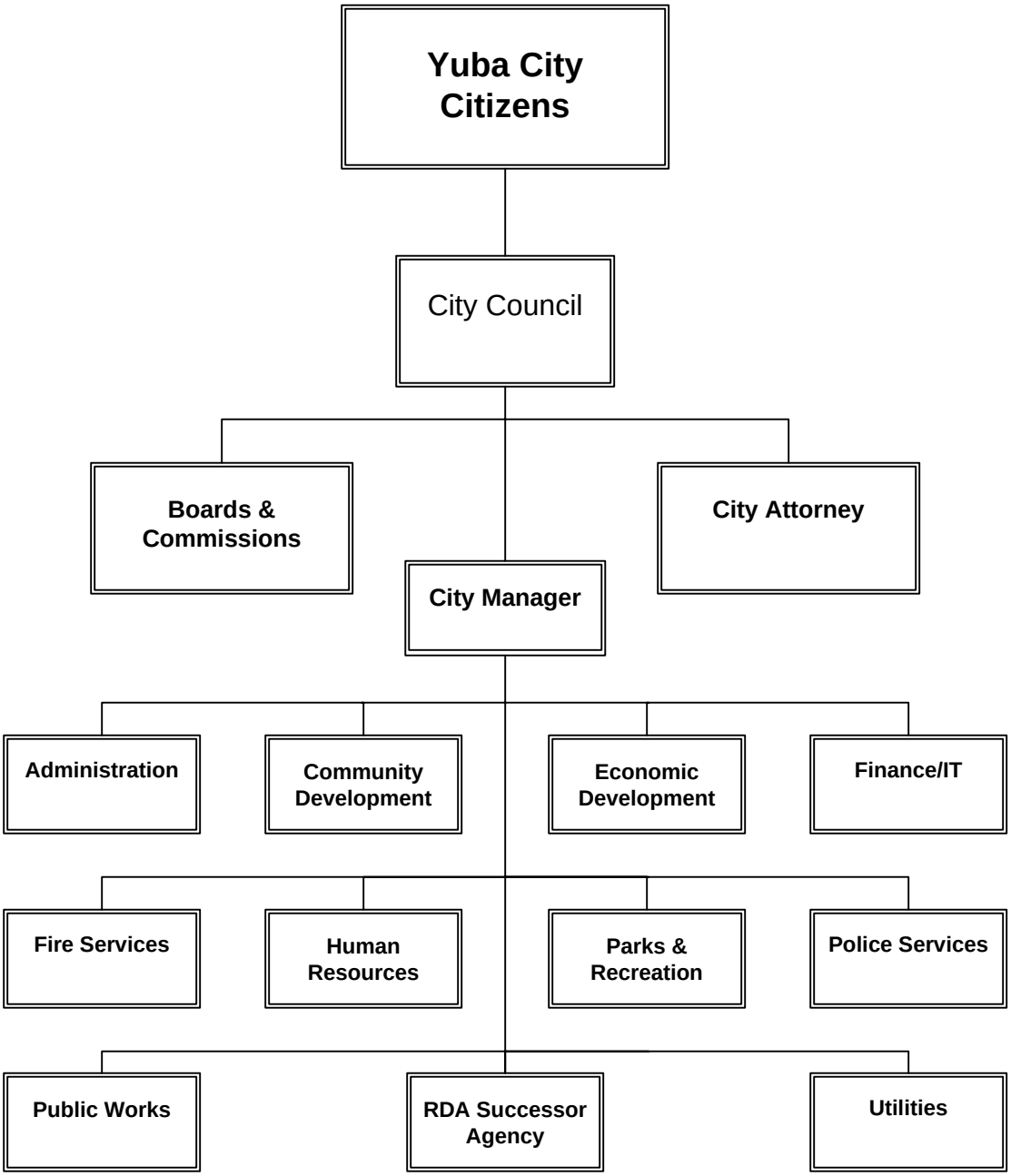
Yuba City retains the atmosphere, caring and friendliness of a small town while managing new businesses, retail and residential development. The dedication of the budget cover to our community's fallen soldier reinforces this identity; one that is community-minded and value-centered.

Photography by:

Chris Haile

chrishailephotography.com

City Organization Chart



Administrative Officials

Administration	Steven R. Jepsen, City Manager Steven C. Kroeger, Assistant City Manager Terrel Locke, City Clerk
City Attorney	Timothy Hayes, Martinez Hayes Hyatt & Hill, LLP
Community Development	Aaron Busch, Director
Economic Development	Darin Gale, Manager
Finance/IT	Robin Bertagna, C.P.A., Director Devin Barber, IT Manager
Fire Services	Pete Daley, Fire Chief Bill Fuller, Administrative Analyst III
Human Resources	Natalie Walter, Human Resources Manager
Parks and Recreation	Brad McIntire, Director
Police Services	Rob Landon, Chief of Police Jeff Webster, Assistant Chief of Police Jeremy Garcia, Police Commander Lincoln Eden Jr., Lieutenant Tom Tappe, Lieutenant Shawna Pavey, Operations Support Manager
Public Works/Utilities	George Musallam, Director Diana Langley, Deputy P.W. Director – Engineering Michael Paulucci, Deputy P.W. Director - Wastewater Gary Marler, Public Works Superintendent Kevin Bradford, Senior Engineer Ben Moody, Senior Engineer Ian Pietz, Senior Engineer

City of Yuba City Mission Statement

The Mission of Yuba City is…

To anticipate and provide for the needs of the community through
Quality Service, Innovation and Leadership
for today and in the future.

Our Vision is…

As an organization of dynamic, innovative, creative and dedicated people….

We focus on continuously improving our ability to provide a variety of public services in a climate of increasing change. We have a diverse work force that actively engages in continuous learning, performance improvement and teamwork. By applying advanced technologies, improving our work processes, and building partnerships, we excel in providing for the needs of our community. We take pride in working for the public, we actively participate in our community and we deliver exceptional value for Yuba City's citizens and businesses.

Our Values are…

Committed to delivery of quality service.

Provide a safe community with a high quality of life.

Strive to be proactive, innovative and plan for the future.

Committed to teamwork, empowerment and development of employees.

Encourage broad-based public dialogue and consensus concerning strategic issues.

Protect the financial health of the City and promote the economic viability of the region.

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Yuba City

California

For the Fiscal Year Beginning

July 1, 2011

President Executive Director

California Society of Municipal Finance Officers

Certificate of Award

Excellence Award in Operating Budget
Fiscal Year 2011-2012

Presented to the

City of Yuba City

For meeting the criteria established to achieve the Excellence Award in Operating Budget.

February 29, 2012

Scott Johnson
CSMFO President

Chu Thai, Chair
Professional Standards and Recognition Committee

Dedicated Excellence in Municipal Financial Reporting

CITY OF YUBA CITY
FOUNDED 1849

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READER'S GUIDE TO THE BUDGET

The Budget User's Guide provides the reader with an overview of the City's budget process, as well as an explanation of how to understand, read, and use this budget document.

The Budget Preparation Process

The budget itself is the process of allocating limited resources to attain given goals and objectives. The process is dynamic and constantly changing in tune with public interest and needs.

The initial phase of the budget preparation process begins in January with the City Council Goal Setting session. The Executive Team and Finance staff works to develop a budget calendar and provide overview and training sessions to department staff.

During the next several months, all departments become involved in a detailed review of the current operating budgets, goals, and objectives. From this analysis, appropriations for new and additional services, positions, capital acquisitions, and capital improvement projects are prioritized. Finally, in late May, a final review of budget requests is made by the City Manager, Department Heads, and Finance Department staff. As soon as the City Manager approves the final details, a proposed budget document is printed.

The following are some of the more notable dates of our budget process:

FY 2012-13 Budget Calendar

Date	Function
03/05/12	City Council/Management Staff Goal Setting Workshop. Budget Overview and Capital Improvement Program Planning Meeting.
04/11/12	Submit transfer request forms, capital acquisition requests, department Executive Summaries, departmental revenue, new positions and position upgrades. Submit five-year CIP requests.
05/11/12	Deadline for Departments to submit final budget revisions.
05/18/12	Begin individual meetings with the Finance Budget team and Department Directors to review appropriation requests.
05/24/12	Public notice of the availability of the budget document and Gann appropriations limit.
06/12/12	Budget study session (public invited).
06/19/12	Budget adoption.
07/01/12	Start of new budget cycle.

Budget Organization

Chapter 2 - Budget Message

The City Manager's Budget Message to the City Council provides an overview of economic conditions, City finances, legislative impacts, as well as key issues and priorities for the City.

Chapter 3 - Strategic Plan & Fiscal Policies

The City's strategic plan is its vision for providing services to the community. In this chapter, a summary of the City's strategic action plan is provided. All departmental goals listed in the department sections are aligned with the City's strategic plan.

The General Plan helps the City map out the look and style of new development so that growth is controlled and the City can maintain a high level of services to its citizens. Development of Specific Plans, Master Plans, and Development Agreements are the cornerstone of implementing the General Plan policies. The City's Growth Policies help to assure the goals of the General Plan are met.

The City's Financial Policies provide a summary of the City's policies addressing the operating budget, revenues and expenditures, utility rates and fees, capital improvement program, long and short-term debt, reserves, investments, and accounting/auditing reporting.

The City operates under the Budget Policies included in the "Strategic Plan & Fiscal Policies" section of the budget document. Once the budget is adopted by the City Council, the responsibility of implementing each department's budget lies with each Department Head, with the ultimate responsibility resting with the City Manager.

The City also operates under a set of investment policies required by the California Government Code (Section 53646) and the City's Financial Policy XII. These policies are brought before the Council annually. A summary of the Investment Policy is included in the "Strategic Plan & Fiscal Policies" section of the budget document for reference.

Chapter 4 - Budget Summaries

The Budget Summaries chapter provides a multi-year overview of the City's expenditures/expenses, debt summaries, program summaries, and position changes.

Chapter 5 - Revenues

This chapter provides a more detailed overview of each fund's estimated revenue. Overall, the revenue estimates consider current growth patterns. Appropriations, in turn, are based on these assumed revenue increases.

Chapters 6-14 - Department Budgets

The department chapters represent the main body of the budget document. Each departmental section has the following:

- Organization Chart
- Mission Statement
- Service Description
- Strategic Issues (aligned with the City's strategic plan)
- FY 2011-12 Accomplishments
- FY 2012-13 Initiatives
- Performance Measures
- Budget appropriations by object (line-item) for the year

Chapter 15 - Special Revenue Funds

This chapter contains funds that provide Special Revenue activities. In most cases, these funds represent activities that are provided by specific user fees, charges, taxes, or grants. These revenues are usually legally restricted to expenditures for specific purposes. Special Revenue funds included within this budget are:

- Streets & Roads
- Traffic Safety
- Landscaping Assessment District
- Development Impact Fees
- Community Development Block Grant (CDBG)
- HOME
- Supplemental Law Enforcement
- Residential Street Lighting
- Fire Mitigation Fees

Chapter 16 - Internal Service Funds

The Internal Service Funds allow for the accumulation of resources for equipment replacement, ease in costing and pricing of services, and the ability to accumulate the total cost of each activity. This chapter contains the City's eight internal service funds:

- Vehicle Maintenance
- Vehicle Replacement
- Technology Equipment Replacement
- Employee Benefits
- Dental/Vision
- General Liability
- Workers Compensation
- Disability Program

Chapter 17 - Redevelopment Successor Agency

This chapter contains the budget for the Successor Agency to the Yuba City Redevelopment Agency. The California Supreme Court upheld AB 1X 26 which eliminated the Yuba City Redevelopment Agency effective January 31, 2012. The City opted to continue acting in the capacity as the Successor Agency. As such, the obligations budgeted for winding down the activities of the former Agency have been included as a separate Chapter within the City's Adopted Budget document.

Chapter 18 - Capital Acquisitions

This chapter provides detail on the equipment acquisitions for each department of each fund. Capital items are those that cost more than $5,000 and have a useful life of greater than two years.

Chapter 19 - Capital Improvement Program

This chapter contains summaries of the CIP projects, which are recommended to be funded in FY 2012-13, as well as over the subsequent four years. Detailed project information is contained in the 2012-2017 Capital Improvement Budget document.

Chapter 20 - Glossary

The glossary of budget terms is provided to better familiarize the reader with some of the budgetary and financial vocabulary found throughout the budget document. The glossary also contains a description of all the fund types and a brief explanation of accounts used.

Chapter 21 - Appendix

This chapter provides a community profile of the City.

Chapter 22 - Index

This chapter provides a quick and easy reference to particular areas of interest in the budget document.

Basis of Budgeting and Accounting

The City of Yuba City's accounting records are maintained in full accordance with Generally Accepted Accounting Principles (GAAP), as established by the Government Accounting Standards Board (GASB). Government fund types (General Fund, Special Revenue Funds, Capital Project Funds, and Debt Service Funds), agency funds, and expendable trust funds are maintained on a modified accrual basis of accounting (see Glossary). Proprietary fund types (Enterprise Funds and Internal Service Funds) and non-expendable trust funds are maintained on an accrual basis of accounting (see Glossary). For a further description of the various fund types used by the City, please refer to the Glossary chapter. Budgets are adopted annually on a basis consistent with Generally Accepted Accounting Principles (GAAP); the same guidelines used in the preparation of the year-end financial statements. Thus, revenue estimates generally anticipate amounts that will be considered earned and available to meet current period expenses among the coming fiscal year. Certain expenses obligated in FY 2011-12 will not have been paid by June 30, 2012, but are estimated in FY 2012-13. Salaries, for example, have been estimated in the budget as long as they are expected to have been obligated for time worked by the end of June 30th, even though they will not have been paid until the first or second week of July.

City Manager's Message

July 1, 2012

Honorable Mayor and Members of the City Council,

This letter summarizes the City of Yuba City's adopted Operating Budget for the 2012-13 fiscal year. The budget remains the City's primary financial management tool and is an important expression of policy regarding public services and community priorities. The budget considers the City's short and long-term organizational goals within the framework of projected revenue. As such, the budget is utilized as both a financial plan and a communication device. As a financial plan, the budget contains both fund summaries and line item detail. The fund summaries provide an understanding of the financial condition of the funds that comprise the overall budget. The budget includes organizational charts, descriptions of services provided, accomplishments, initiatives, and performance measurements to better explain the structure, function and goals of each department.

Ever-Changing Budget Response

The past several years have been ones of tremendous financial change in California and Yuba City. This message touches upon those changes in the areas of the economy, financial condition, legislative issues, and key issues and priorities for the City. In addition, the major accomplishments of the past year have been highlighted.

Prioritizing the use of scarce resources continues to be a challenge during these difficult economic times. The economic downturn continues to have dramatic effects on local government revenues throughout the State. The City prepared its first two-year budget for FY 2007-09. Due to the declining revenues, the City returned to a one-year budget process with intermediate reviews conducted every 90 days due to ever-changing economic conditions. The City remains committed to reviewing and updating its long range fiscal model which looks at a five to ten year horizon.

With the continued downturn in revenues, last year the City developed a multi-year budget plan recognizing that the City has limited options in the short term. The City could layoff trained and experienced staff, reduce services to citizens, seek additional employee concessions or draw from a combination of solutions. The City had ongoing labor contracts which included raises which had been deferred from previous years. The City could not afford to implement these contracted pay increases which ranged from 4% for Miscellaneous staff to 7% for Public Safety. Doing so would only increase the ongoing City deficit.

City Employees Step-Up

The City projected its structural deficit out three years to develop a sustainable plan to close the deficit gap with a combination of employee concessions and a reasonable use of reserve funds. All City bargaining units agreed to a revised contract providing for:

- Elimination of prior contract salary increases;
- Increased furlough from 5% to 10%;
- Maintenance of health benefits;
- Reduction in retirement benefits;
- Guaranteed job security;
- 3 year contract.

Yuba City is very proud that its employees chose to participate in the City's solution to the ongoing economic challenges. With this cooperation, the City has guaranteed that for the next three years, no City employees will be laid off. This benefits our citizens in continuity of service and not having to lay off trained personnel only to have to invest in re-hiring and re-training when the economy eventually does partially recover.

Three Year Plan

The three-year budget plan coincides with the term of employee bargaining unit contracts which are also three years in duration. The FY 2012-13 budget is a continuation of that plan and represents the second year of the three year plan. Since jobs were guaranteed as part of obtaining additional concessions from employees, the budget is in essence a rollover budget. Personnel expenditures for salaries and benefits are the largest portion of the budget, approximately 80 percent for the general fund. As anticipated, there are very few changes to the authorized staff positions allocated in the budget.

Economic Stabilization Reserves

The three-year deficit was estimated to be approximately $4.6 million. The FY 2011-12 budget adoption included replenishment of the Economic Stabilization Reserve fund to cover the estimated deficit during the three-year period of the employee bargaining unit contracts. Even with the increased deficit for FY 2012-13 the City is on track to fund the three-year budget plan as originally intended with the Economic Stabilization Reserve (ESR).

Additional Challenges

The FY 2012-13 budget includes a deficit which has increased to $2.26 million as revenues declined by approximately $260,000 and expenditures grew by $467,000. The largest expenditure increases relate to:

- The City assuming costs for continued funding for Net-5 after the State eliminated funding for narcotics task forces;
- Increased animal control costs; and
- Paying for water and wastewater utility services for City facilities in accordance with the requirements of Proposition 218.

Reserve Funding

After providing for the anticipated $4.6 million required for three years of structural deficits, the City will still maintain a healthy, sufficient level of reserves. The City has approximately $18.0 million in general fund reserves available as follows:

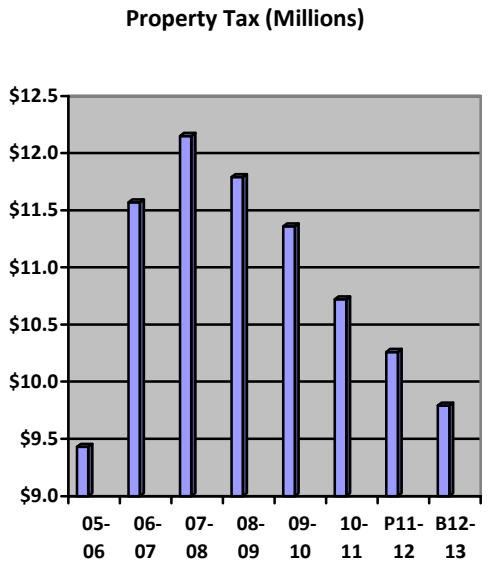
• Economic Stabilization	$4.6 M
• 10% Health Cities	$3.5 M
• Unallocated CIP	$4.4 M
• Allocated CIP	$5.5 M
Total	$18.0 M

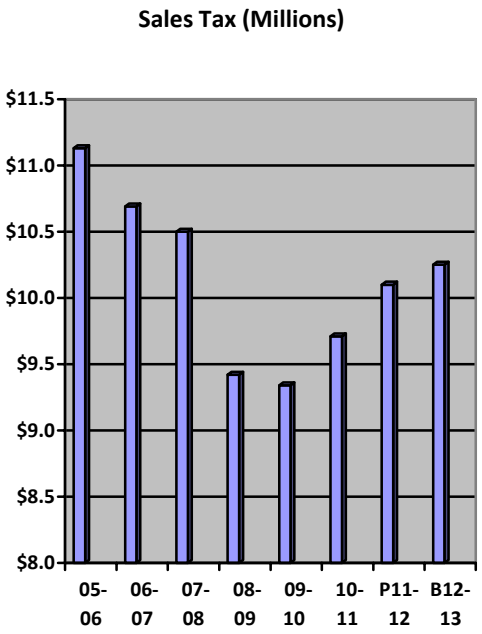
In addition, there is approximately $4.5 million in the Vehicle Replacement Fund. These funds have been collected for the replacement of the City's fleet of vehicles.

Economic Conditions

The City, State and nation continue under the most difficult economy in recent history. The global economy is under strain, unemployment and underemployment rates are historically high, housing market values remain depressed by the flood of foreclosed homes available, and the credit market has tightened. At present, the duration of this situation remains uncertain; recovery has begun, but is at a very slow pace. The economic decline has negatively impacted virtually every sector of the business and government community. As the economy recovers nationally, Government agencies continue to experience decreased revenue sources from taxes and fees in addition to lost revenues from State takeaways.

The City has experienced significant declines in sales tax revenues, property tax revenues as well as all development related revenues during the past several fiscal years. Sales tax began recovering in FY 2011-12 at a rate approximately 6% higher than the previous year. The growth in sales tax is expected to continue, but at a much slower rate of about 1%. Property tax revenues are expected to decline again in FY 2012-13 based on an estimated reduction in assessed values of 3.5%. It is anticipated that property tax values will level off in the following year, FY 2013-14, with assessed values finally finding the bottom and not declining further.





The adopted budget reflects both the reductions in revenues and increases in expenditures. This budget strives to continue funding existing services and focus on infrastructure support and maintenance.

Extended Recovery

The City's long range financial model does not anticipate City revenues will return to their pre-recession levels for an extended period of time. Property tax has continued to decline and sales tax revenues have increased more than expected but are anticipated to grow at a much lower rate in the next several years.

Financial Overview

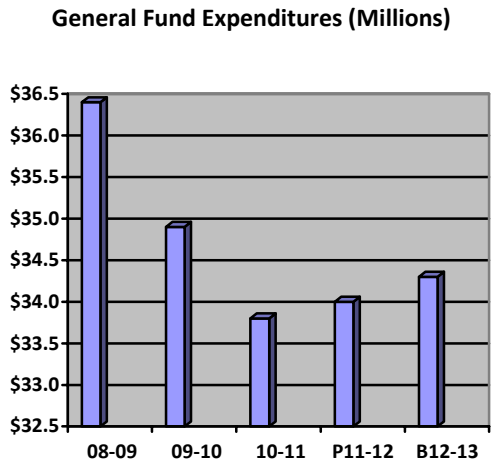
Revenues: Projected revenues for FY 2012-13 total $32.0 million and are approximately equal to those budgeted for FY 2011-12. Cost allocation reimbursements for services provided for capital projects increased, otherwise revenues would have shown a decline of approximately $260,000 in FY 2012-13. This was a combination of some increased revenues and some declines. Significant changes included:

- Motor Vehicle License Revenue taken by the State ($243,000);
- Sales Tax increase $832,000;
- Property Tax Decrease ($345,000);
- Property Tax Administration Cost increase ($178,000).

Expenditures: General Fund expenditures have increased by $0.7 million (2.2%) to a total of $34.3 million. The largest components of this increase were related to:

- Retirement $234,000
- Merit Pay Increases $110,000
- City Water & Sewer $144,000
- Net 5 City Share $100,000
- Animal Control $150,000

During FY 2009-10, ten percent of the City's full time equivalent positions were eliminated through attrition, reorganization or layoff. Cumulatively over the past four years the City has eliminated 52 positions; the FY 2008-09 budget included authorization for 342 positions and the FY 2012-13 budget includes authorization for only 290 positions (a 15% reduction over this time period).



Long-Range Outlook: The development of the long range fiscal model has allowed the City to look beyond the immediate fiscal year for planning purposes. In the next several years, the revenue outlook dictates prudence in developing the proposed expenditure plan. With salaries and benefits comprising 80 percent of general fund expenditures, staff will continue to monitor the two costs which continue to escalate at a rapid pace: CalPERS retirement costs and healthcare costs. The City has expressed concerns regarding the sustainability of CalPERS costs and health insurance benefits at the level they are currently provided.

Changing PERS Landscape

City staff expects CalPERS costs to continue to increase over the next several years due to several factors including:

- The investment losses that were experienced during FY 2008-09 and implementation of the 30 year smoothing methodology approved by the CalPERS Board;
- Reduction in the discount rate from 7.75% to 7.5% utilized by CalPERS in its actuarial assumptions approved last year; and
- The preliminary investment returns earned by CalPERS for FY 2011-12 of only 1% (compared to the actuarial assumed return on investments of 7.5%).

The only reason City retirement costs have not escalated higher is the elimination of over 50 positions in the last three years.

The transition to a two-tiered retirement system with lesser benefits for new hires will help ease the anticipated increases to CalPERS rates over the long run. However, the savings is expected to be nominal in the short-term over the next five years.

The following table summarizes projected revenues and expenditures for the City's major operating budget funds:

	FY 2012-13 Revenues	FY 2012-13 Expenditures
General Fund	$ 32,044,240	$ 34,301,979
Water Operating	$ 9,663,600	$ 9,451,503
Wastewater Operating	$ 10,395,800	$ 10,785,837

Legislative Issues

With the passage of ABX1 26 and AB 1484 (included as part of the State of California's FY 2011-12 and FY 2012-13 budget adoption respectively), Yuba City's Redevelopment Agency (RDA), along with all of the Redevelopment Agencies throughout the State, is eliminated. Yuba City has opted to continue in the capacity of the Successor Agency to the former Redevelopment Agency throughout the winding down process. The FY 2012-13 budget includes the anticipated revenues and obligations of the Successor Agency within the adopted budget even though the Successor Agency is a separate legal entity.

Key Issues and Priorities

This budget focuses on the maintenance of existing services and infrastructure. The following key issues have been identified in advancing the City's priorities for services:

- Retention of employees and current service levels; and
- Capital programs for infrastructure maintenance.

Flood Control. Identification of improvements needed to the levee system protecting Yuba City and the development of a plan to fund such improvements continue to be a top priority. The results from a Proposition 218 ballot process two years ago approved an assessment to generate the necessary local match funding to construct levee improvements to enhance flood protection to a 200 year level in the Sutter Yuba City basin. The *remapping* of flood zones in Sutter County by FEMA could likely have a significant effect on Yuba City by requiring mandatory flood insurance for most residents. Recent legislation has delayed the revised flood mapping pending improvements to the levee system.

Economic Development: The City of Yuba City is ideally situated in the Sacramento region to meet the needs of any growing business and is known as Northern California's Agricultural Hub. Surrounded by a variety of farms that produce some of the world's best rice, peaches, walnuts, almonds and prunes to name a few, the City is working to strengthen and expand our base of agricultural based businesses. Yuba City is the corporate headquarters of Sunsweet, the world's largest dried fruit processing company, and Orchard Machinery Company. With over 2,500 active Yuba City business licenses, the City's goal is to increase on average one employee per business over the next five years. Due to the recent loss of Redevelopment Funds, the City's five-member Economic Development Commission is looking to implement local programs like the California Property Assessed Clean Energy Program (PACE) and expand our State Enterprise Tax Zone. Through these efforts, the City is dedicated to building, strengthening and expanding our existing businesses.

Public Safety: Even in these extremely difficult financial times, City Council continues to place a priority on funding public safety positions. This is demonstrated in the City maintaining all front line uniformed positions in Police and Fire. Focus remains strong in the participation of the regional task forces for both gang suppression and drug enforcement. The 2011 crime statistics show a reduction in violent crimes in Yuba City and our Uniform Crime Reporting offenses are at a level that is lower than similar sized cities throughout the United States.

Accomplishments

Some of the major accomplishments in the past year include:

FY 2011-2012 ACCOMPLISHMENTS

- Public Safety continues to be the Number One priority of the Council by ensuring that resources and services remain as high as possible during the economic downturn.
- Participation in the Sutter Butte Flood Control Agency Joint Powers Authority has ensured that flood protection for the citizens of Yuba City remains the highest priority. Progress on levee enhancements should see construction begin in 2013.
- Advanced the implementation of the Economic Development Strategic Workplan which is focused on maintaining and enhancing existing business.
- Established the Sutter Animal Services Authority (SASA) JPA with Sutter County and the City of Live Oak, for the continuation and orderly transition of Animal Control Services in Sutter County.
- Appointed City Council ad hoc committee to evaluate signage "issues" as a noteworthy topic of discussion in the community. A ten-member advisory panel was established consisting of community and businesses owners to assist the Ad-Hoc Committee with the task of evaluating the City's Sign Ordinance.
- Dissolved the Redevelopment Agency of the City of Yuba City as of February 1, 2012 in accordance with the provisions of AB 1X26 and established the Successor Agency of the Yuba City Redevelopment Agency and began the "winding down" process of redevelopment.
- Approved a new Solid Waste Franchise Agreement with Recology Yuba-Sutter. The Agreement has an eight-year term providing

for trash removal and recycling in the Yuba-Sutter area through 2019.

- Successfully completed a Proposition 218 process to ensure funding for water and sewer for the next five years. The rate adjustments were based upon the estimated cost to keep up with on-going operation and debt service coverage, and provide for the capitalization at a modest level for replacement of deteriorating infrastructure.

- Adopted an Interim Urgency Ordinance enacting development standards/restrictions for medical marijuana cultivation within the city limits.

- Adopted an Ordinance implementing a 2-tiered retirement system for new employees effective July 1, 2012. The savings from these changes will take several years to materialize as attrition shifts employees from one retirement tier to another.

FY 2012 - 2013 INITIATIVES

- Continue to monitor the City's financial health and ensure that public safety and other city services are maintained at a high level for the citizens of Yuba City.
- Continue to be committed to maintaining a system of transparency, public engagement, and collaboration, thus ensuring the public's trust.
- Continue to work closely with the Sutter Butte Flood Control Agency to prioritize flood protection for the citizens of Yuba City.
- Continue to advance the City's Economic Development Strategic Workplan to grow opportunities for well-paying jobs, create a positive and inspiring image and enhance the quality of life through collaborative and integrated actions.
- Continue to coordinate with Sutter County on regional planning and environmental issues including the formation of a regional Habitat Conservation Plan; Urban/Rural Edge Grant; and, the County's General Plan Update (and associated Sphere of Influence expansion).
- Continue to advance the replacement of the 5th Street Bridge.
- Advance capacity of Highway 99 and Highway 20 through Yuba City.
- Assure Yuba City's continued supply of quality surface water.
- Forward implementation on the Feather River Parkway project and secure additional grant funding.
- Develop active open spaces for recreation through current detention ponds and other projects.
- Forward a long-range infrastructure strategic plan.
- Advance the construction of raw water intake and low lift pump station modifications which includes the installation of a fish screen.
- Advance long-term energy and maintenance savings by upgrading the City's streetlights through the use of LED Technology.

Conclusion

The City Council has provided fiscal leadership and positive guidance in setting the overall priorities for operations and capital facilities through their strategic planning session and workshops conducted earlier this year. This year's budget provides for the maintenance of critical services and public facilities through some very challenging financial times. The capital budget focuses on the maintenance and enhancement of our existing infrastructure, water, wastewater, transportation and levees. The current capital budget includes almost $52 million in funding for projects.

Special recognition goes to our employees for their continuing willingness to step up and voluntarily provide additional concessions in order to save other employees' jobs. Our employee bargaining groups are to be commended for their selfless team efforts in providing concessions to save jobs and continuing to provide citizens with a high level of public service in these difficult economic times. In addition, the Finance team is recognized for

their dedicated efforts and countless hours in putting together this very demanding budget.

Respectfully submitted,

Steven R. Jepsen
City Manager

Strategic Goals

Strategic Goal # 1 Exceptional Public Health & Safety	Provide exceptional services in order to maintain and ensure the health, safety and welfare of our community.
Strategic Goal # 2 Sense of Community	Ensure that the City retains a sense of community through planned development.
Strategic Goal # 3 High Quality of Life	Enhance the quality of life in the City.
Strategic Goal # 4 Organizational Development	Continuously develop the City organization to provide and maintain high quality services with given resources.
Strategic Goal # 5 Quality Service Delivery	Improve communications between citizens and the City and improve the level of customer satisfaction for public services.
Strategic Goal # 6 Use of Technology	Ensure that City employees have access to the technology necessary to provide high quality services.
Strategic Goal # 7 Modern Public Infrastructure	Provide adequate funding and management systems to maintain and enhance City infrastructure.
Strategic Goal # 8 Prudent Financial Management	Operate City government in a fiscally prudent and managerially responsible manner to assure the most efficient expenditure of public funds.
Strategic Goal # 9 Balanced Economic Development	Ensure a well-planned and diverse local economy in order to provide a strong economic base.

City Council

Strategic Goal # 1
Exceptional Public Health & Safety

Strategic Goal # 2
Sense of Community

Strategic Goal # 3
High Quality of Life

Strategic Goal # 4
Organizational Development

Strategic Goal # 5
Quality Service Delivery

Strategic Goal # 6
Use of Technology

Strategic Goal # 7
Modern Public Infrastructure

Strategic Goal # 8
Prudent Financial Management

Strategic Goal # 9
Balanced Economic Development

1. Planning for the City's future through the General Plan and zoning update. Ensure that specific plans and annexations follow the adopted growth policies, thereby making Yuba City a desirable place to live and work.

1	2	3	4	5	6	7	8	9
				✔			✔	✔

2. Investing in a fiscally responsible infrastructure program which includes: transportation, bridges, road widening, interchanges, sewer and water, levee improvements and storm drains, which are critical to the long-term economic health and livability of Yuba City.

1	2	3	4	5	6	7	8	9
	✔	✔						✔

3. Having a strong economic policy to provide for the redevelopment of the downtown as a strong commercial hub for the region, provide future job centers and increase employment for our residents, and facilitate a jobs/housing balance for our community.

1	2	3	4	5	6	7	8	9
✔						✔	✔	

4. Maintain high ethical standards and good moral judgment must be foremost in the actions of the City Council.

1	2	3	4	5	6	7	8	9
	✔		✔	✔				

City Manager

Strategic Goal # 1
Exceptional Public Health & Safety

Strategic Goal # 2
Sense of Community

Strategic Goal # 3
High Quality of Life

Strategic Goal # 4
Organizational Development

Strategic Goal # 5
Quality Service Delivery

Strategic Goal # 6
Use of Technology

Strategic Goal # 7
Modern Public Infrastructure

Strategic Goal # 8
Prudent Financial Management

Strategic Goal # 9
Balanced Economic Development

1. Planning for the future of the City, both internally as well as externally, looking to long-term positive outcomes, making Yuba City a desirable place to live and work.

1	2	3	4	5	6	7	8	9
✔			✔			✔	✔	✔

2. Implementing the new General Plan, the downtown Strategic Plan, Infrastructure Plan, and an employee development plan which will produce long-term economic benefits to the City in order to meet its service delivery requirements for a growing city.

1	2	3	4	5	6	7	8	9
✔				✔		✔	✔	✔

3. Ensure implementation of City growth polices to provide for improved quality of life for all City residents.

1	2	3	4	5	6	7	8	9
✔	✔	✔	✔		✔	✔	✔	✔

4. Provide for the long-term economic health of the City through prudent fiscal stewardship.

1	2	3	4	5	6	7	8	9
				✔		✔	✔	✔

5. Provide for the development of the City's Redevelopment area.

1	2	3	4	5	6	7	8	9
			✔					✔

City Clerk

Strategic Goal # 1
Exceptional Public Health & Safety

Strategic Goal # 2
Sense of Community

Strategic Goal # 3
High Quality of Life

Strategic Goal # 4
Organizational Development

Strategic Goal # 5
Quality Service Delivery

Strategic Goal # 6
Use of Technology

Strategic Goal # 7
Modern Public Infrastructure

Strategic Goal # 8
Prudent Financial Management

Strategic Goal # 9
Balanced Economic Development

1. Continue to use technology to create a more efficient method of maintaining official records and provide easy access to records for the public and City staff through the City's website.

1	2	3	4	5	6	7	8	9
	✔		✔	✔	✔			

2. Enhance outreach to the community to increase participation and diversity on the City's Boards, Commissions and Committees.

1	2	3	4	5	6	7	8	9
	✔		✔	✔				✔

3. Partner with Information Technology to ensure that www.yubacity.net is dynamic, attractive and up-to-date. Information on the City Website must be easily accessible and contain the data that is most desired and useful to the community.

1	2	3	4	5	6	7	8	9
	✔		✔	✔	✔			

Economic Development

Strategic Goal # 1
Exceptional Public Health & Safety

Strategic Goal # 2
Sense of Community

Strategic Goal # 3
High Quality of Life

Strategic Goal # 4
Organizational Development

Strategic Goal # 5
Quality Service Delivery

Strategic Goal # 6
Use of Technology

Strategic Goal # 7
Modern Public Infrastructure

Strategic Goal # 8
Prudent Financial Management

Strategic Goal # 9
Balanced Economic Development

1. Provide Opportunities for Jobs.

1	2	3	4	5	6	7	8	9
			✔	✔				

2. Create a Positive Community Image.

1	2	3	4	5	6	7	8	9
	✔			✔				

3. Business Retention and Growth.

1	2	3	4	5	6	7	8	9
			✔				✔	✔

Finance

Strategic Goal # 1
Exceptional Public Health & Safety

Strategic Goal # 2
Sense of Community

Strategic Goal # 3
High Quality of Life

Strategic Goal # 4
Organizational Development

Strategic Goal # 5
Quality Service Delivery

Strategic Goal # 6
Use of Technology

Strategic Goal # 7
Modern Public Infrastructure

Strategic Goal # 8
Prudent Financial Management

Strategic Goal # 9
Balanced Economic Development

1. *Monitor general fund budget every 90 days.* We will monitor the City's revenue and expenditures and report to Council, City employees and the public every 90 days in order to assure financial information is communicated timely and corrective action may be taken to address the City's structural budget deficit.

1	2	3	4	5	6	7	8	9
				✔			✔	

2. *Long Range Financial Planning.* By evaluating the City's budget on a multi-year basis, the City is able to plan on a long term basis so that resource allocation is better aligned with the organizational mission.

1	2	3	4	5	6	7	8	9
			✔	✔			✔	

3. *Use of technology*. Finance is transitioning to an almost paperless office by utilizing the Sire document scanning system. Staff will continue to store documents in electronic format in either the Sire system or by saving documents on CD Rom.

1	2	3	4	5	6	7	8	9
				✔	✔			

4. *Access to Information*. Integration of reporting software through the use of www.yubacity.net (Direct Link Systems) provide a means for the public to register compliments, questions and complaints for City official's review and response.

1	2	3	4	5	6	7	8	9
	✔			✔	✔			

5. Continue to apply for and receive awards for City's Budget and CAFR (Comprehensive Annual Financial Report)

1	2	3	4	5	6	7	8	9
			✔	✔			✔	

6. *Access to Information*. Maintenance of the City's information system through the use of GIS (Geographical Information Systems) provides a means for employees and the public to access consistent and current information.

1	2	3	4	5	6	7	8	9
				✔	✔			

7. *Promoting Services*. Enhancing communications with our customers (both employees and citizens) and promoting our City services will increase the spread of information and ideally increase civic awareness.

1	2	3	4	5	6	7	8	9
	✔	✔		✔			✔	

Human Resources

Strategic Goal # 1
Exceptional Public Health & Safety

Strategic Goal # 2
Sense of Community

Strategic Goal # 3
High Quality of Life

Strategic Goal # 4
Organizational Development

Strategic Goal # 5
Quality Service Delivery

Strategic Goal # 6
Use of Technology

Strategic Goal # 7
Modern Public Infrastructure

Strategic Goal # 8
Prudent Financial Management

Strategic Goal # 9
Balanced Economic Development

1. Review current benefits packages in order to provide excellent benefits to our employees while negotiating the best possible rates. Introduce new benefit options for consideration by the Benefits Committee to determine interest of City employees.

1	2	3	4	5	6	7	8	9
			✔	✔			✔	

2. Provide safety training and health education to improve the health and safety of employees and the public using City facilities. Continue to lower the number of workers' compensation claims and length of time off work, through prompt medical attention and the return to work program.

1	2	3	4	5	6	7	8	9
		✔	✔					

3. Continue staff training, and cross-training, in order to increase efficiency, provide professional development, and maintain up-to-date knowledge of changing technology, labor laws and regulations affecting both Human Resources' and the City's operations.

1	2	3	4	5	6	7	8	9
		✔	✔	✔	✔			

4. Work to expand the City's diversity in recruitment, hiring, and all employment decisions.

1	2	3	4	5	6	7	8	9
			✔				✔	

5. Exercise patience and sensitivity in dealing with the concerns and needs of others. We will seek to understand and respond in a timely and effective manner to our customers. We welcome customer feedback and will use this to improve our operations.

1	2	3	4	5	6	7	8	9
✔			✔	✔				

6. Cooperate and collaborate with each other and our customers. We will be open-minded, forthright, and fair in our interactions. We will be enthusiastic, cheerful, accurate and timely in conducting our day-to-day duties while being mindful of the needs of others.

1	2	3	4	5	6	7	8	9
✔			✔	✔				

7. Continue to use technology to create a more efficient method of maintaining official records and provide easy access to records for the public and City staff through the City's website.

1	2	3	4	5	6	7	8	9
	✔		✔	✔	✔			

8. Enhance outreach to the community to increase participation and diversity on the City's Boards, Commissions and Committees.

1	2	3	4	5	6	7	8	9
	✔			✔				

Community Development

Strategic Goal # 1
Exceptional Public Health & Safety

Strategic Goal # 2
Sense of Community

Strategic Goal # 3
High Quality of Life

Strategic Goal # 4
Organizational Development

Strategic Goal # 5
Quality Service Delivery

Strategic Goal # 6
Use of Technology

Strategic Goal # 7
Modern Public Infrastructure

Strategic Goal # 8
Prudent Financial Management

Strategic Goal # 9
Balanced Economic Development

1. Safeguard the citizens of our community by the continued participation in code development and to support the adoption of the International Building Code at the State level.

1	2	3	4	5	6	7	8	9
✔		✔				✔		

2. Ensure public health and safety in building construction by providing an informed and knowledgeable working staff.

1	2	3	4	5	6	7	8	9
✔			✔	✔	✔			

3. Enhance communication between the City and our customers by providing an open discussion forum for feedback on Department services.

1	2	3	4	5	6	7	8	9
	✔			✔	✔			

4. Continue pre-annexation zoning for the Sphere of Influence in conformance with the General Plan Land Use Diagram through the completion of master and specific plans and with policy direction from the City Council.

1	2	3	4	5	6	7	8	9
	✔					✔		✔

5. Complete the re-write of the Zoning Regulations along with the Yuba City Design Guidelines.

1	2	3	4	5	6	7	8	9
				✔				✔

6. Complete and implement the development impact fee update to address future growth based on the adopted General Plan.

1	2	3	4	5	6	7	8	9
	✔						✔	✔

7. Complete the Code Enforcement Procedures Manual and revise the Municipal Code where appropriate to achieve consistency.

1	2	3	4	5	6	7	8	9
✔		✔	✔					

8. Economic Development and Redevelopment Infrastructure: Encourage the continued construction needed to enhance redevelopment areas.

1	2	3	4	5	6	7	8	9
	✔	✔		✔		✔		✔

9. Quality of Life: Continue the program to update, enhance and expand those City facilities (parks, etc.) that provide quality of life for residents of the City.

1	2	3	4	5	6	7	8	9
✔	✔	✔				✔		

10. Ensure implementation of City Growth Policies to provide for improved quality of life for all City residents.

1	2	3	4	5	6	7	8	9
✔	✔	✔				✔		

Police

Strategic Goal # 1
Exceptional Public Health & Safety

Strategic Goal # 2
Sense of Community

Strategic Goal # 3
High Quality of Life

Strategic Goal # 4
Organizational Development

Strategic Goal # 5
Quality Service Delivery

Strategic Goal # 6
Use of Technology

Strategic Goal # 7
Modern Public Infrastructure

Strategic Goal # 8
Prudent Financial Management

Strategic Goal # 9
Balanced Economic Development

1. Instill the ethical principles and quality values that professional law enforcement is known for in all our new police employees.

1	2	3	4	5	6	7	8	9
	✔	✔		✔				

2. Implement and/or modify as required, our Strategic Plan document to effectively plan for personnel and infrastructure enhancements in order to adequately address our expanding City population.

1	2	3	4	5	6	7	8	9
						✔	✔	✔

3. Continue to keep our focus on creating viable community partnerships and engaging in effective problem solving with the ongoing goal of continued excellent customer service.

1	2	3	4	5	6	7	8	9
	✔		✔	✔				

4. Foster continued principles of individual and group accountability by virtue of COMPSTAT (bi-weekly meetings involving representation of all Police Department groups, examining crime patterns, areas of concern, internal procedures which can be improved and evaluation of created action plans). This is done with the belief in mind that the absence of crime is the best evaluator of police performance.

1	2	3	4	5	6	7	8	9
✔			✔		✔			

5. Track technology advancements, which may enhance our effective and efficient delivery of police service and/or benefit officer safety.

1	2	3	4	5	6	7	8	9
✔			✔	✔	✔			

Fire

Strategic Goal # 1
Exceptional Public Health & Safety

Strategic Goal # 2
Sense of Community

Strategic Goal # 3
High Quality of Life

Strategic Goal # 4
Organizational Development

Strategic Goal # 5
Quality Service Delivery

Strategic Goal # 6
Use of Technology

Strategic Goal # 7
Modern Public Infrastructure

Strategic Goal # 8
Prudent Financial Management

Strategic Goal # 9
Balanced Economic Development

1. Our growing community continues to increase the demands placed upon our Fire Department. We will remain committed to getting the right response personnel and equipment to the right place as quickly as possible.

1	2	3	4	5	6	7	8	9
✔		✔	✔	✔	✔			

2. Local, State and Federal requirements involving staffing, deployment and personnel issues will continue to impact our ability to provide essential services. Staffing levels and organizational structure, along with recruiting, training and retaining quality employees will continue to be a top priority.

1	2	3	4	5	6	7	8	9
✔			✔	✔	✔			

3. Our community is accustomed to receiving high quality fire and life safety services. These services do come with a cost. Cost recovery, where appropriate, and revenue generation will continue to be a priority for the Fire Department.

1	2	3	4	5	6	7	8	9
✔				✔	✔		✔	

4. Fire prevention efforts are well documented as being more cost effective than fire suppression efforts. Enhancing the requirements for built-in fire protection systems in Yuba City will be pursued.

1	2	3	4	5	6	7	8	9
✔		✔			✔	✔	✔	

5. Cooperating with neighboring fire and life safety service providers is in the best interests of our community. The Fire Department will continue to evaluate and pursue cooperative service agreements when possible.

1	2	3	4	5	6	7	8	9
✔				✔				

6. The current level of pre-hospital emergency medical care provided by the Fire Department is adequate. The Department will continue to evaluate the costs and benefits of enhancing its delivery of pre-hospital emergency medical care.

1	2	3	4	5	6	7	8	9
✔	✔			✔			✔	

7. As the community grows within our Sphere of Influence, planning for additional fire stations should be initiated. The development of the southwest corner of the City's Sphere of Influence will likely require an additional fire station.

1	2	3	4	5	6	7	8	9
✔	✔	✔					✔	✔

Public Works

Strategic Goal # 1
Exceptional Public Health & Safety

Strategic Goal # 2
Sense of Community

Strategic Goal # 3
High Quality of Life

Strategic Goal # 4
Organizational Development

Strategic Goal # 5
Quality Service Delivery

Strategic Goal # 6
Use of Technology

Strategic Goal # 7
Modern Public Infrastructure

Strategic Goal # 8
Prudent Financial Management

Strategic Goal # 9
Balanced Economic Development

1. *Traffic Circulation Improvements:* North-south and east-west traffic suffers from a lack of major streets intended to be collectors to move traffic away from neighborhoods quickly and with minimal congestion.

1	2	3	4	5	6	7	8	9
✔	✔	✔		✔		✔		

2. *Economic Development and Redevelopment:* Infrastructure construction and continuation is needed to enhance redevelopment areas.

1	2	3	4	5	6	7	8	9
		✔				✔		✔

3. *Quality of Life:* Continue program to update, enhance, and expand those City facilities (parks, etc.) that provide quality of life.

1	2	3	4	5	6	7	8	9
		✔				✔		

4. *Maintain What We Have:* Proper and continued maintenance of all of the City's facilities and road system will extend facility life and save money.

1	2	3	4	5	6	7	8	9
	✔	✔				✔	✔	

5. *Flood Protection:* Improve the levee system protecting the City to ensure a minimum 100-year flood certification by FEMA.

1	2	3	4	5	6	7	8	9
✔		✔				✔		

Parks and Recreation

Strategic Goal # 1
Exceptional Public Health & Safety

Strategic Goal # 2
Sense of Community

Strategic Goal # 3
High Quality of Life

Strategic Goal # 4
Organizational Development

Strategic Goal # 5
Quality Service Delivery

Strategic Goal # 6
Use of Technology

Strategic Goal # 7
Modern Public Infrastructure

Strategic Goal # 8
Prudent Financial Management

Strategic Goal # 9
Balanced Economic Development

1. Position our department to operate from a proactive rather than reactive approach as the City continues to experience growth and development.

1	2	3	4	5	6	7	8	9
✔	✔		✔	✔		✔		

2. Enhance and maintain the physical and aesthetic qualities of all public parks entrusted to our care.

1	2	3	4	5	6	7	8	9
✔		✔				✔		

3. Maintain and expand the quality, variety and affordability of our recreational programs, activities, services and special events to a growing community.

1	2	3	4	5	6	7	8	9
✔	✔						✔	✔

4. Standardize and improve the process by which we govern our department (policies/procedures).

1	2	3	4	5	6	7	8	9
✔			✔			✔		

Utilities

Strategic Goal # 1
Exceptional Public Health & Safety

Strategic Goal # 2
Sense of Community

Strategic Goal # 3
High Quality of Life

Strategic Goal # 4
Organizational Development

Strategic Goal # 5
Quality Service Delivery

Strategic Goal # 6
Use of Technology

Strategic Goal # 7
Modern Public Infrastructure

Strategic Goal # 8
Prudent Financial Management

Strategic Goal # 9
Balanced Economic Development

1. *Regulations:* The water supply industry is coming under more stringent regulations that requires increased process control monitoring, analysis of water at lower chemical detection limits, and increased operator training. Improvements are being made to the groundwater and surface water systems to exceed regulatory requirements.

1	2	3	4	5	6	7	8	9
✔		✔				✔		

2. *Sense of Community:* Yuba City is known for providing high quality water. One reason a new citizen may choose to live in Yuba City is the drinking water quality. As Yuba City grows and expands the water supply must stay one step ahead.

1	2	3	4	5	6	7	8	9
✔	✔	✔				✔		

3. *Organizational Development:* Continued training of operations and maintenance staff is required in order to meet with new and changing regulations, increased efficiency, and professional development.

1	2	3	4	5	6	7	8	9
✔		✔	✔	✔				

4. *Quality Service Delivered:* Customers take for granted that water delivered to their homes and businesses is healthy and meets all standards. The health and safety of our customers is our highest priority.

1	2	3	4	5	6	7	8	9
✔		✔		✔				

5. *Use of Technology:* The Water Treatment Unit is committed to providing the most appropriate and cost effective use of modern technology.

1	2	3	4	5	6	7	8	9
✔					✔	✔	✔	

6. *Modern Infrastructure:* It is imperative that the water system stay ahead of demand. In order to meet the long-term objectives, the Water Master Plan is again being updated.

1	2	3	4	5	6	7	8	9
			✔				✔	

7. *Prudent Financial Management:* Management of the operations and capital improvement accounts are revised and evaluated to ensure fiscally responsible management.

1	2	3	4	5	6	7	8	9
✔		✔				✔	✔	

8. *Exceptional Pubic Health and Safety:* Health and Safety remain our highest priorities, as the Wastewater Treatment Facility Team, both for our employees and the community. The Team works collaboratively to solve, potential health and safety concerns that may affect the community.

1	2	3	4	5	6	7	8	9
✔		✔	✔			✔	✔	

9. *Exceptional Public Health and Safety:* The Team continues to improve effluent water quality due to stricter water quality standards. Standards are regulated by the California Regional Water Quality Control Board through NPDES permits. Improvements to existing treatment process units continues to challenge the Team as the City grows and new regulations are implemented. In addition, the Department will be challenged during implementation of new Waste Discharge Requirements for the collection system to reduce sanitary sewer overflows to protect public health.

1	2	3	4	5	6	7	8	9
	✔			✔		✔		

10. *Sense of Community:* As the City expands within the sphere of influence the Team works cooperatively with the development industry to ensure wastewater infrastructure is expanded, coordinated with other infrastructure, and appropriately phased to benefit both existing and new customers.

1	2	3	4	5	6	7	8	9
✔		✔						

11. *High Quality of Life:* The Team maintains and operates the facility, which protects the high quality of water in the Feather River.

1	2	3	4	5	6	7	8	9
✔			✔			✔	✔	

12. Organizational Development: The Team focuses on continuous improvement through attendance at conferences and training courses to enhance their skills in order to maintain high quality services to the community. To prepare for the future, the Team will focus on succession planning.

1	2	3	4	5	6	7	8	9
✔		✔						

13. Quality Service Delivery: Development has occurred around the perimeter of the Wastewater Treatment Facility, which requires constant vigilance by the Team to ensure that the facility is a good neighbor. The Team is continuously improving the entire facility's odor and fly control systems.

1	2	3	4	5	6	7	8	9
✔		✔						

14. Quality Service Delivery: The department is continuously improving communication with internal and external customers.

1	2	3	4	5	6	7	8	9
✔		✔						

15. Use of Technology: The Team uses a combination of the latest computer software and instrumentation to maintain and operate the facility both on-site and remotely.

1	2	3	4	5	6	7	8	9
✔		✔						

16. Modern Public Infrastructure: As the City grows the department will continue to be challenged by providing adequate funding for new infrastructure through connection fees and implementation of the Wastewater System Master Plan.

1	2	3	4	5	6	7	8	9
✔		✔						

17. Prudent Financial Management: All future underground infrastructure and roadway work will be coordinated to assure the most efficient expenditure of public funds. In addition, the Team will ensure fees are adequate and development is able to occur with sufficient infrastructure.

1	2	3	4	5	6	7	8	9
✔		✔						

18. Prudent Financial Management: Energy conservation is always a top priority of the Wastewater Treatment Facility.

1	2	3	4	5	6	7	8	9
✔		✔						

19. Balanced Economic Development: The Team will be using a hydraulic modeling tool to ensure infrastructure is adequately sized and has the capacity necessary for development within infill areas and within the Sphere of Influence as defined by the General Plan.

1	2	3	4	5	6	7	8	9
✔		✔						

20. Exceptional Public Health and Safety: The State of California Department of Health Services has certified the City laboratory in both water and wastewater analysis. Having a local laboratory certified by the State Department of Health Services helps provide exceptional service to maintain public health, safety and welfare.

1	2	3	4	5	6	7	8	9
✔					✔		✔	

21. Exceptional Public Health and Safety: The Pre-treatment Program continues to identify and measure pollutants being discharged to the Wastewater Facility by both domestic and industrial sources. By quantifying these pollutants, the Utilities Department can communicate with customers effectively and thus improve customer satisfaction.

1	2	3	4	5	6	7	8	9
✔				✔				

22. Use of Technology: The modern laboratory is computerized to automate sample processing, data manipulation, report generation and archiving. The use of technology is necessary in providing high quality services to the public.

1	2	3	4	5	6	7	8	9
				✔	✔			

23. Modern Public Infrastructure: The laboratory utilizes advanced instrumentation systems to meet the regulatory and customer demands. Automated laboratory equipment in conjunction with the laboratory computer network allows lab staff to quickly respond to customer needs.

1	2	3	4	5	6	7	8	9
				✔	✔	✔		

The General Plan

On April 8, 2004 the City Council adopted the new General Plan with Resolution #04-049. The General Plan is a statement for the direction the City is taking as it grows into the future. The General Plan helps the City map out the look and style of new development so that growth is controlled and the City can maintain a high level of service to its customers. The General Plan update happens once every 10 years so that the City never falls out of step with growth.

The City is at a crossroads – regional projections estimate that the population will increase by upwards of 50,000 persons over the next 20 years – effectively doubling the 2002 population. Currently, the residents of Yuba City enjoy the City's small size, the availability and affordability of housing, it's small town feeling, and the surrounding rural landscape. This plan, based on input from Yuba City citizens, business owners, elected officials, and City staff, strives to maintain what is good and desirable about Yuba City as it grows into the future. This plan builds on the quality of current planning work in the City – such as the Buttes Vista Neighborhood Plan, and the Harter and Central City Specific Plans – and to carry through those city-building principles to the City as a whole. It also is coordinated with and supports ideas in the Sutter County General Plan.

The maps and policies presented in the Plan are based on a real need for accommodating a future population and employment base combined with a real vision for the future. The Plan is comprehensive and long-range in scope. It will be used on an on-going basis as many City regulations, requirements, and actions are required by State law to be consistent with the General Plan. The Plan draws its ideas and policies from the many citizens who participated formally and informally in making both difficult and easy choices. The Plan envisions a growing community that preserves much of it's small town feel and social fabric with an improved economy, new job opportunities, affordable housing, improved public services and facilities, new parks, an urban growth boundary that protects the much-prized rural agricultural landscape, and an overall improved quality of life.

The Yuba City General Plan is a document required by State law and adopted by the City Council that addresses issues related to physical development, growth, and conservation of City resources.

The Plan:

- Outlines a vision of long-range physical planning and land uses in order to address the economic development and resource conservation aspirations of the community;
- Provides strategies and specific implementing actions that will allow this vision to be accomplished;
- Establishes policies and standards to be used as a basis for judging whether specific development proposals are in concert with the goals of the community;
- Provides guidelines and policies by which City departments, public agencies, and private developers can design projects that will enhance the character of the community, preserve and enhance critical environmental resources, and minimize hazards; and
- Provides the basis for establishing and setting priorities for detailed plans and implementing programs, such as the Zoning Ordinance, specific plans, impact fee studies, and the Capital Improvement Program.

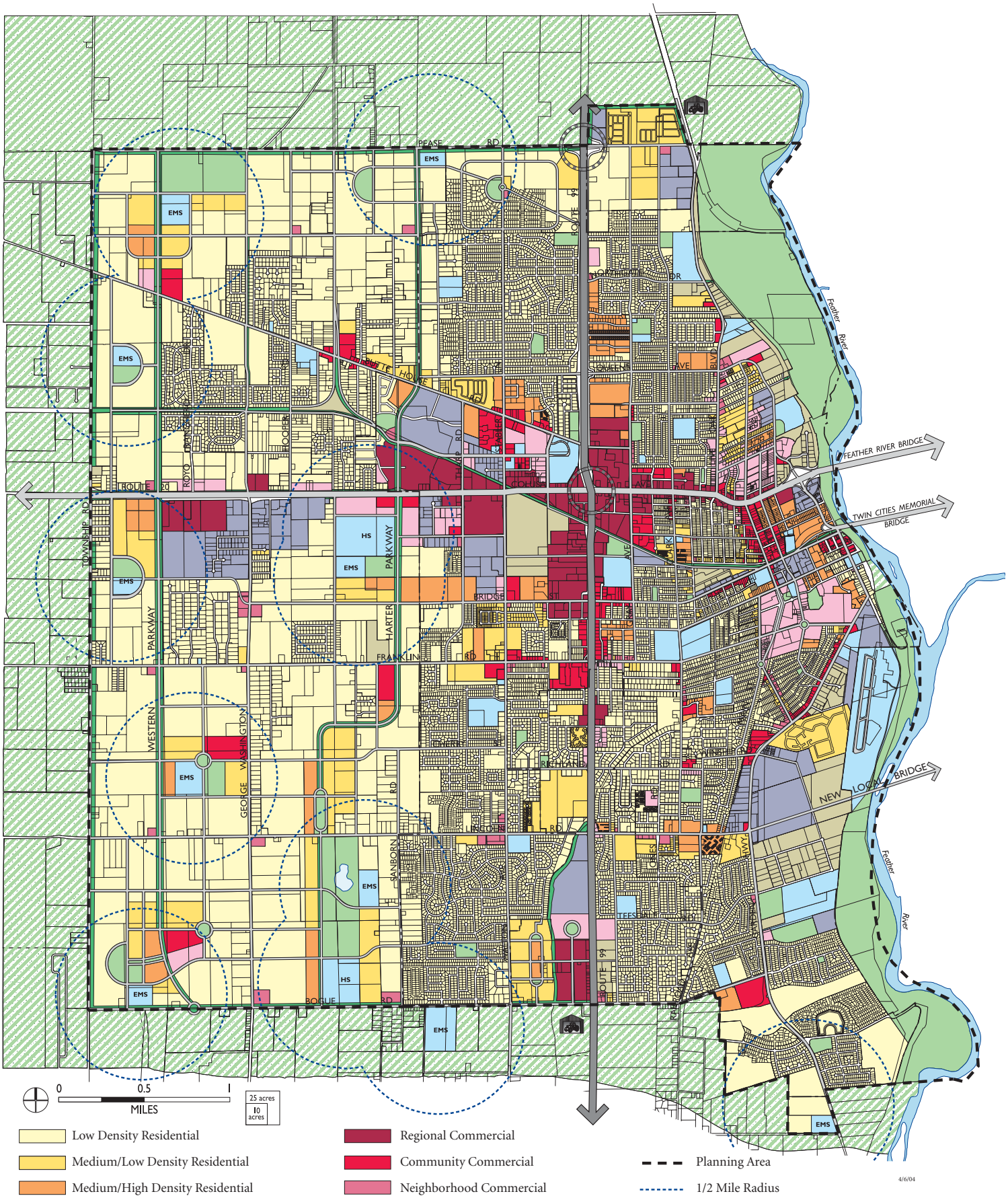


Figure 3-1

General Plan Diagram

DEVELOPMENT AGREEMENTS

The Growth policies in the Yuba City General Plan recognize that growth is caused by a wide variety of factors: state of the economy, interest rates, and availability of infrastructure outside of the City's jurisdiction. While most of these factors are out of the control of the City, the City should control the planning of land use and the financing of all new infrastructure including new roads, public improvements, and public safety services. To this end, the City can influence the rate of growth, the location of growth, the timing of growth, level of service, and the provision of municipal services including sewer and water and public safety services.

Within the areas identified as "Specific Plan Area," no preannexation zoning shall be accepted until completion of the specific plan.

Within the areas identified as "Master Plan Areas," preannexation zoning requests may be processed pending approval of a Development Agreement that addresses the 12 policies presented below.

GROWTH POLICIES

Prior to the City processing a preannexation zoning application, the following policies shall be implemented:

1. Prior to the City finalizing a development agreement, the developer will have a letter from the affected school district stating that the developer has satisfied their requirements for school infrastructure. This would generally apply to any developments over four residential units. The school district would expect, at a minimum, that all residential developments enter into a Mello Roos District and that, depending on the size of development, land dedication and school development may be an alternative subject to negotiation with the District.

2. All residential subdivisions will include an affordable housing component that meets the minimum production standard of affordable housing outlined in the regional compact adopted by the City of Yuba City in November, 2004. The housing production standard requires all new housing construction supply a minimum of 10% affordability as follows: 4% very low income, 4% low income, and 2% moderate or additional low or very low income (4-4-2).

   There are a variety of options of how best to meet the affordable housing requirement. These options would be subject to negotiations between the City and developer.

3. Drainage Plans shall be provided for all subdivisions of land and shall comply with the City and County's master drainage plans.

4. All developments proposing preannexation zoning to the City will enter into a Development Agreement with the City. At a minimum, the Development Agreement will address the financing of roads, parks, public facilities, sewer, water, drainage, and surrounding infrastructure as established in the General Plan.

5. All residential subdivisions shall meet the minimum standards for residential design as established by the City Council.

6. Sewer and water fees, including connection fees and the installation of major trunk lines from both plants, shall be incorporated into the cost of development and shall be part of the Development Agreement.

7. Development will be required to pay their fair share of major roadwork as part of their development and, in some cases, construct improvements of collectors and arterials that will adequately address infrastructure concurrent with their proposed development. This would be negotiated as part of the Development Agreement.

8. Payment of impact fees, which incorporate the public improvements necessary to implement the General Plan, will be required and will be part of the Development Agreement. These fees will be estimates

and final payment will be based on a formally adopted impact fee study approved by the City Council. In addition to the park impact fee, the Quimby Act will apply.

9. Payment of a fee to address levee improvements and potential flood issues will be required as part of the Development Agreement.

10. All developments will enter into a Community Facilities District to assist in funding police, fire and park maintenance.

11. All developments will address the community design policies in the General Plan including walkable, livable concepts and address the village concept as provided for in the General Plan.

12. It will continue to remain the policy of the City of Yuba City that City services will not be extended to unincorporated areas of the Sphere of Influence without first annexing to the City. As in the past, exceptions can be granted for serious health and safety related problems.

SUMMARY

Once the provisions of the policies have been completed and checked off by the Community Development Department and approved by the City Manager, a hearing for preannexation will be scheduled before the Planning Commission and City Council for consideration. All of these policies are subject to adequate sewer and water capacity and will be processed on a case-by-case basis. Developments completing the process and receiving preannexation zoning and annexation to the City will be issued building permits based on the City's ability to provide sewer and water at that time.

SUMMARY

1. The City will strive to maintain a minimum General Fund balance reserve equal to 10% of its operating budget.

2. The City will maintain a balanced operating budget in each fund. Appropriations of available fund balance will only be permitted for "one-time" non-recurring expenditures.

3. Recurring revenue growth (inflation) will be used to pay for recurring expenditures. Recurring expenditure increases should not be approved which exceed recurring revenue growth. Any new or expanded programs will be required to identify new funding sources and/or offsetting reductions in expenditures.

4. The Water and Wastewater Enterprise Funds will have revenues (customer charges, interest income, and all other income) sufficient to meet all cash operating expenses, capital expenses, prescribed cash reserves, and debt service coverage requirements set forth in related bond covenants.

5. All Internal Service Funds will have revenues (intra-City user charges, interest income, and other income) sufficient to meet all cash operating expenses and capital expenses. Such revenues shall also be sufficient to maintain cash reserves, which approximate the balance in accumulated depreciation.

6. The City will maintain appropriate reserves in the Employee Benefits Fund, Dental/Vision Fund, Disability Program Fund, General Liability Insurance Fund, and Workers' Compensation Insurance Fund to meet statutory requirements and actuarially projected needs.

7. The City will strive to maintain a minimum working capital balance equal to 90 days of operating requirements for the Surface Water and Wastewater Enterprise Funds operating budgets. In addition, a cash capital improvement reserve will be maintained for capital improvement projects.

8. The City will maintain a long-range fiscal perspective through the use of an Annual Operating Budget, five-year Capital Improvement Program, and multi-year revenue and expenditure forecasting.

9. Major capital improvement projects will be funded using the most financially prudent method available. Such methods include:

   - Traditional long-term financing (bond issues).
   - "Pay As You Go" financing (using recurring revenues only).
   - Combination of debt financing and "Pay As You Go" financing.
   - Using cash accumulated in excess of policy requirements.

10. A Fiscal Impact Statement will be provided with each staff report submitted to the City Council as part of the City Council agenda process.

11. The City will comply with all the requirements of "Generally Accepted Accounting Principles."

12. The City will annually review and adopt a formal set of Investment Policies.

13. The City will annually review and adopt a formal set of Debt Policies.

14. The City will strive to pay competitive market level compensation to its employees.

INVESTMENT POLICY

It is the policy of the City of Yuba City to invest public funds in a prudent manner which will provide maximum security while meeting daily cash flow demands and conforming to all statutes governing the investment of public funds. Within these parameters, funds will be invested to optimize investment return.

The purpose of this document is to set forth the City's policies guiding prudent investment of temporarily idle funds and to establish guidelines and objectives for suitable investments including delegation of authority, prudence, monitoring and reporting, policy review, diversification, eligible securities, safekeeping, collateralization, selection of depositories, brokers/dealers, and glossary of terms.

A copy the City of Yuba City Investment Policy is available upon request from City Hall.

DEBT POLICY

In recognition of its responsibility for the management of debt obligation for itself and its component units, the City of Yuba City has developed a comprehensive set of formal debt policies. Such policies are necessary in order to consolidate information of debt obligations and to maintain good credit standing. These policies will be reviewed annually by the City Treasurer and Chief Financial Officer (the Debt Policies Committee) and then presented to the City Council for approval.

The City of Yuba City shall issue bonds primarily to finance capital improvement projects in accordance with set procedures included in the document. In a few instances, the City may be permitted to issue bonds to finance other projects or purposes, including operating expenses. However, such uses must receive City Council approval. For the purpose of this document, the term "bond" shall also include a variety of debt instruments including notes, commercial paper, certificates of participation, etc.

A copy the City of Yuba City Debt Policy is available upon request from City Hall.

FUND BALANCE POLICY

In June, 2011, City Council adopted a Fund Balance Policy in accordance with the requirements of Governmental Accounting Standard Board Statement No. 54. This Policy establishes procedures for reporting fund balance classifications, establishes prudent reserve requirements, and establishes a hierarchy of fund balance expenditures. The policy also authorizes and directs the Finance Director to prepare financial reports, which accurately categorize fund balance per GASB Statement No. 54. GASB 54 establishes five components of fund balance, each of which identifies the extent to which the City is bound to honor constraints on the specific purposes for which amounts and be spent as follows: Non-spendable fund balance, restricted fund balance, committed fund balance, assigned fund balance and unassigned fund balance.

A copy the City of Yuba City Fund Balance Policy is available upon request from City Hall.

GENERAL POLICIES

Budgetary emphasis will focus on providing high quality municipal services, recognizing the fundamental importance to the citizens of public safety and properly maintained infrastructure.

The City will strive to fund all current expenditures from current revenues, avoiding procedures that balance current budgets by postponing needed expenditures, accruing future revenues, or rolling over short-term debt.

The budget will provide sufficient funding for adequate maintenance and orderly replacement of capital plant and equipment.

Future maintenance needs for all new capital facilities will be fully costed out, and added costs will be recognized and included in future year budget projections.

Strong customer service and productivity improvements, with a focus on value added services, remain important budgetary goals.

BUDGETARY PROCEDURES AND AUTHORITY

The Finance Department notifies all City Departments when monthly reports are ready for review comparing budget vs. year-to-date actual expenditures for their respective department.

The City established a threshold cost of $5,000 for capitalization of fixed assets. This only applies if the estimated useful life of the asset is greater than two years.

The City's Budget Document will include selected performance measures to better describe the workload of the different City programs, to gauge our effectiveness in providing services, and to ultimately be able to compare the City's overall performance with other like agencies.

All budgetary procedures will conform to State regulation and Generally Accepted Accounting Principles (GAAP).

Specific levels of budgetary authority will be maintained:

1. Department heads will be responsible for ensuring that expenditures within departmental budget categories of salaries & benefits; materials, supplies and services; and capital outlay do not exceed appropriations. Budget appropriations will be made at the line-item level; however, the level of control (level at which expenditures may not exceed appropriations) will be total departmental appropriations for each of these budget categories.
2. The City Manager will have the authority to transfer up to $50,000 in appropriations between capital projects and between funds for capital projects in order to meet the policy intent of the City Council.
3. City Council approval will be required to transfer appropriations between departments.
4. Contract change orders may be handled administratively up to the amount of the contract contingency approved by the City Council and within the appropriations set forth by the City Council.

REVENUE POLICIES

A diversified and stable revenue system will be maintained to shelter the City from short-run fluctuations in any single revenue source.

The City will estimate revenues using an objective, analytical process; in the case of assumption uncertainty, conservative projections will be utilized. Revenues will be projected for the next four years, will be updated at least annually, and will be reviewed semi-annually.

Intergovernmental assistance in the form of grants and loans will be used to finance only:

1. Capital improvements that are consistent with the Five-Year Capital Program priorities and can be maintained and operated over time; or

2. Technological upgrades or enhancements; or
3. Capital acquisition items; or
4. Operating programs which either can be sustained over time or have a limited horizon.
5. Other areas as determined by the City Council to be in the best interest of the City.

One-time revenues will be used for operating programs only after an examination determines whether they are subsidizing an imbalance between operating revenues and expenditures, and only if a long-term forecast shows that the operating deficit will not continue. In general, one-time revenues will be used only to support capital or other non-recurring expenditures.

All fees and charges for each enterprise fund (i.e., Water and Wastewater) will be set at a level that fully supports the direct and indirect cost of the enterprise.

RESERVE POLICY

The City's enterprise funds shall maintain working capital equal to at least 90 days of operating requirements for the Surface Water and Wastewater operating budgets. This will be evaluated as of June 30th of each fiscal year end.

The City's internal service funds shall maintain working capital of at least 60 days of operating requirements. This will be evaluated as of June 30th of each fiscal year end.

The City's general fund shall maintain a fund balance equal to 10% of the total expenditures appropriated for the following fiscal year. This will be evaluated and measured as of June 30th of each fiscal year end. Any funds in excess of the 10% fund balance will be placed into the unallocated general fund capital improvement project account.

The City strives to maintain its investment in capital equipment for vehicles and computers by utilizing internal service funds which "own" the vehicle or computer and "lease" it back to the user department throughout the useful life of the item. This practice is deemed prudent and will be continued for as long as is reasonably possible. Any action that significantly deteriorates the fund balance available for replacing capital assets must be approved by direction of the City Council.

If it becomes necessary to utilize reserve funds for unique one-time costs, emergencies or maintaining City services during periods of reductions, appropriations should, when feasible, be accompanied by a plan for the replenishment within a reasonable period of time.

Funding of reserves will come generally from one-time revenues, excess fund balance and projected revenues in excess of projected expenditures. They will generally be reserved in the following priority order:

1. Reserve for Economic Contingency or Emergencies
2. Reserve for Capital Improvements
3. Reserve for Future Years' Budgets

However, flexibility will be retained to allocate available funds among the reserves based on the current circumstances and needs of the City's various operating funds.

CITY OF YUBA CITY
GANN APPROPRIATIONS LIMIT
FY 2012-2013

In 1979, California voters approved Proposition 4 (Article XIII-B of the California State Constitution). Informally known as the "Gann Initiative," Article XIII-B provides limits regarding the total amount of appropriations in any fiscal year from "the proceeds of taxes."

In 1980, the State Legislature added Section 9710 to the Government Code. This section states that the governing body of each city must establish, by resolution, an appropriations limit for the following year. The limit for any fiscal year is equal to the previous year's limit, adjusted for population changes and the change in the US Consumer Price Index (or California per capita personal income, if smaller). The necessary statistical information is provided by the California Department of Finance.

The original Article XIII-B (Proposition 4) and its implementing legislation were further modified by SB88 and Proposition 111 (approved by the voters in June 1990). The changes were incorporated into the FY 1990-91 and FY 1991-92 Appropriations Limits. Beginning with the FY 1990-91 Appropriations Limit, a city may choose annual adjustment factors. The adjustment factors include the growth in the California Per Capita Income, or the growth in the non-residential assessed valuation due to construction within the city and the population growth within the county or the city.

The following compares the difference between Yuba City's FY 2012-2013 Appropriations Limit and the estimated proceeds of taxes in the adopted FY 2012-2013 Annual Budget. It reflects a significant gap of $97,378,162. The City remains well below its Appropriations Limit for FY 2012-2013.

Yuba City Appropriations Limit

Fiscal Year	*Appropriations Limit*	*Subject to Limit*	*Difference*
1992-1993	$ 15,088,896		
1993-1994	16,181,332		
1994-1995	17,393,314		
1995-1996	18,656,069		
1996-1997	19,764,239		
1997-1998	20,764,309	$ 10,672,576	$10,091,373
1998-1999	22,053,773	11,287,371	10,766,402
1999-2000	23,168,150	11,742,557	11,425,593
2000-2001	24,507,269	12,121,933	12,385,336
2001-2002	31,472,235	13,723,116	17,749,119
2002-2003	32,671,327	15,469,027	17,202,300
2003-2004	36,124,686	17,528,659	18,596,027
2004-2005	39,119,422	18,111,670	21,007,752
2005-2006	46,743,797	21,537,304	25,206,493
2006-2007	50,254,256	25,972,260	24,281,996
2007-2008	53,867,537	27,832,496	26,035,041
2008-2009	60,611,753	28,429,415	32,182,337
2009-2010	116,156,363	25,527,163	90,629,200
2010-2011	116,353,829	23,828,071	92,525,758
2011-2012	120,589,108	23,210,946	97,378,162
2012-2013	126,136,207	23,049,722	103,086,485

CITY OF YUBA CITY
GANN APPROPRIATIONS LIMIT
FY 2012-2013
Appropriations Setting Limit Methodology

FY 2011-2012 Appropriations Limit	$120,589,108
Per Capita Income Change	….3.77%
Percentage Change in Sutter County Population *January 2011 to January 2012*	1.008%
FY 2012-2013 Appropriations Limit Adjustment Factor *times* 1.0460 *(1.0080 x 1.0377)*	
City of Yuba City FY 2012-2013 Appropriations Limit	$126,136,207
Actual Appropriations Subject to Limitation *FY 2012-2013*	$ 23,049,722
Difference	**$ 103,086,485**

EXHIBIT A **Resolution No. 12-032**

“Resolution of the City Council of the City of Yuba City Adopting the City’s Operating Budget for Fiscal Year 2012-2013.”

EXHIBIT B **Resolution No. 12-033**

“Resolution of the City Council of the City of Yuba City Adopting the City’s Capital Improvement Program Budget for Fiscal Year 2012-2013.”

EXHIBIT C **Resolution No. 12-034**

"Resolution of the City Council of the City of Yuba City Determining and Establishing the City's Appropriations Limit for Fiscal Year 2012-2013."

RESOLUTION NO. 12-032

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YUBA CITY ADOPTING THE CITY'S OPERATING BUDGET FOR FISCAL YEAR 2012-2013

WHEREAS, a proposed operating budget for the City of Yuba City for the fiscal year commencing July 1, 2012 and ending June 30, 2013 was submitted to the City Council by the City Manager on June 12, 2012 in accordance with Section 2-2.02 of the Municipal Code; and,

WHEREAS, a special City Council workshop on the proposed FY 2012-2013 Operating Budget ("proposed annual budget") was held on June 12, 2012; and,

WHEREAS, the Council desires to make certain year-end transfers in the current fiscal year to establish reserves and anticipate certain expenditures that are incorporated in the proposed annual budget; and,

NOW, THEREFORE, the City Council of the City of Yuba City does hereby resolve as follows:

Section 1. The proposed annual budget is adopted as the annual budget for the City of Yuba City for the fiscal year commencing July 1, 2012 and ending June 30, 2013.

Section 2. The Finance Director is directed to ensure that as of June 30, 2012, the general fund has a reserve fund balance equal to 10% of FY 12-13 General Fund expenditures in accordance with the provisions of the City's Budget Policy.

Section 3. The Finance Director is directed to ensure that as of June 30, 2012, the Water and Wastewater operating funds have a 90 day reserve fund balance in accordance with the provisions of the City's Budget Policy.

Section 4. Settlement authority for Workers' Compensation and General Liability Claims is hereby granted to the City Manager in an amount up to $50,000 beginning July 1, 2012, in order to bring authorization amount into alignment with the existing purchasing authority granted.

Section 5. The FY 2012-13 operating budget once again contains a 10% furlough program as a cost reduction measure. In an effort to allow employees the opportunity to utilize furlough bank hours, City Council once again authorizes a City Hall Holiday Closure from Saturday, December 22, 2012 through Tuesday, January 1, 2013 for non-essential operations.

Section 6. The Finance Director is authorized to make other such revisions, individual appropriation line-item changes, changes in summaries, fund totals, grand

totals, and other portions of the budget document as necessary to reflect and implement the programs specified in this resolution, and in full accordance to the direction provided by the City Council up until the adoption of the resolution.

The foregoing Resolution of the City Council of the City of Yuba City is duly introduced, PASSED AND ADOPTED at a regular meeting thereof held on this 19th day of June, 2012 by the following vote:

Ayes: Councilmembers Buckland, Dukes, Maan, McBride, and Mayor Miller

Noes: None

Absent: None

John Miller, Mayor

Attest:

Terrel Locke, City Clerk

CITY OF YUBA CITY INCORPORATED JAN 23, 1908 SUTTER CO. CALIFORNIA

The foregoing instrument is a correct copy of Original on file in this Office.
CERTIFIED 6/20/12
Terrel Locke, City Clerk of the City of Yuba City, State of California
By Terrel Locke, City Clerk
Deputy

RESOLUTION NO.12-033

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YUBA CITY ADOPTING THE CITY'S CAPITAL IMPROVEMENT PROGRAM BUDGET FOR FISCAL YEAR 2012-2013

WHEREAS, a proposed capital improvement program budget for the City of Yuba City for the fiscal year commencing July 1, 2012 and ending June 30, 2013 was submitted to the City Council by the City Manager on June 14, 2012 in accordance with Section 2-2.02 of the Municipal Code; and,

WHEREAS, a special City Council workshop on the proposed FY 2012-2013 Capital Improvement Program Budget ("proposed CIP budget") was held on June 12, 2012; and,

WHEREAS, City Council reviewed and discussed projects proposed in the FY 2012-2013 Capital Improvement Program Budget *during the budget workshop on June 12, 2012; and,*

NOW, THEREFORE, the City Council of the City of Yuba City does hereby resolve as follows:

Section 1. *The proposed annual CIP budget is adopted for the City of Yuba City for the* fiscal year commencing July 1, 2012 and ending June 30, 2013.

Section 2. The City Council accepts the findings of consistency with the General Plan as approved by the Planning Commission.

The foregoing Resolution of the City Council of the City of Yuba City is duly introduced, PASSED AND ADOPTED at a regular meeting thereof held on this 19th day of June, 2012 by the following vote:

Ayes: Councilmembers Buckland, Dukes, Maan, McBride, and Mayor Miller

Noes: None

Absent: None

John Miller, Mayor

Attest:

Terrel Locke, City Clerk

CITY OF YUBA CITY INCORPORATED JAN 23, 1908 SUTTER CO. CALIFORNIA

The foregoing instrument is a correct copy of Original on file in this Office.

CERTIFIED 6/20/12

Terrel Locke, City Clerk of the City of Yuba City, State of California

By Terrel Locke, City Clerk

Deputy

RESOLUTION NO. 12-034

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YUBA CITY DETERMINING AND ESTABLISHING THE CITY'S APPROPRIATIONS LIMIT FOR FISCAL YEAR 2012-2013

WHEREAS, on November 6, 1979, the voters of the State of California approved an initiative measure which added Article XIIIB to the California Constitution; and,

WHEREAS, said constitutional provision imposes a limitation upon certain annual appropriations of state and local public entities; and,

WHEREAS, pursuant to said new constitutional provision, the State Legislature amended the Government Code by adding thereto Division 9 to Title I of said Code (§7900 et seq.); and,

WHEREAS, California Government Code Section 7910 requires the governing body of each local jurisdiction to establish its appropriations limit by resolution; and,

WHEREAS, pursuant to said code section, the documentation provided by the Finance Director upon which the determination and establishment of this resolution is based has been and is on file with and available for public inspection in the office of the City Clerk for fifteen (15) days prior to the date of adoption of this resolution.

NOW, THEREFORE, the City Council of the City of Yuba City does hereby resolve as follows:

Section 1. Pursuant to Government Code §7910 the appropriations limit for Fiscal Year 2012-2013 is determined to be and shall be the sum of $126,136,207.

Section 2. The limitation established by the above paragraph includes only "appropriations subject to limitation," as said phrase is defined by Section 9 of Article XIIIB of the California Constitution is the sum of $23,049,722.

The foregoing Resolution of the City Council of the City of Yuba City is duly introduced, PASSED AND ADOPTED at a regular meeting thereof held on this 19th day of June, 2012 by the following vote:

Ayes: Councilmembers Buckland, Dukes, Maan, McBride, and Mayor Miller

Noes: None

Absent: None

John S. Miller
John Miller, Mayor

Attest:
Terrel Locke, City Clerk

CITY OF YUBA CITY INCORPORATED JAN 23, 1908 SUTTER CO. CALIFORNIA

Budget Summaries

The Budget Summaries section uses charts and tables to provide an overview of the Adopted FY 2012-13 Budget. This section is organized as follows:

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City Wide Use of Funds Pie Chart 53

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All Fund Summary-Revenues by Category 56

All Fund Summary-Expenditures by Category 57

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Budget Comparison By Fund-Expenditures 59

All Program Summary 60

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Internal Service Charge Summary 64

The Value of City Services Chart 65

Debt Service 66

Debt Summary 69

Future Year Debt Obligation 70

Landscape Maintenance Districts 71

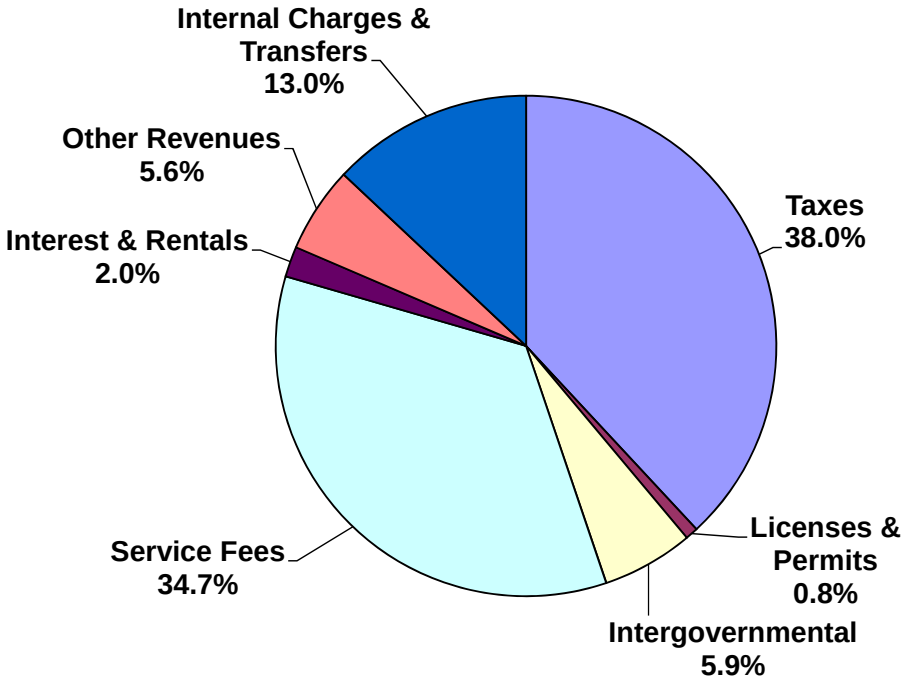
Full-Time Equivalent Positions 72

Personnel Changes 74

Full-Time Equivalent Charts 75

City Wide Source of Funds

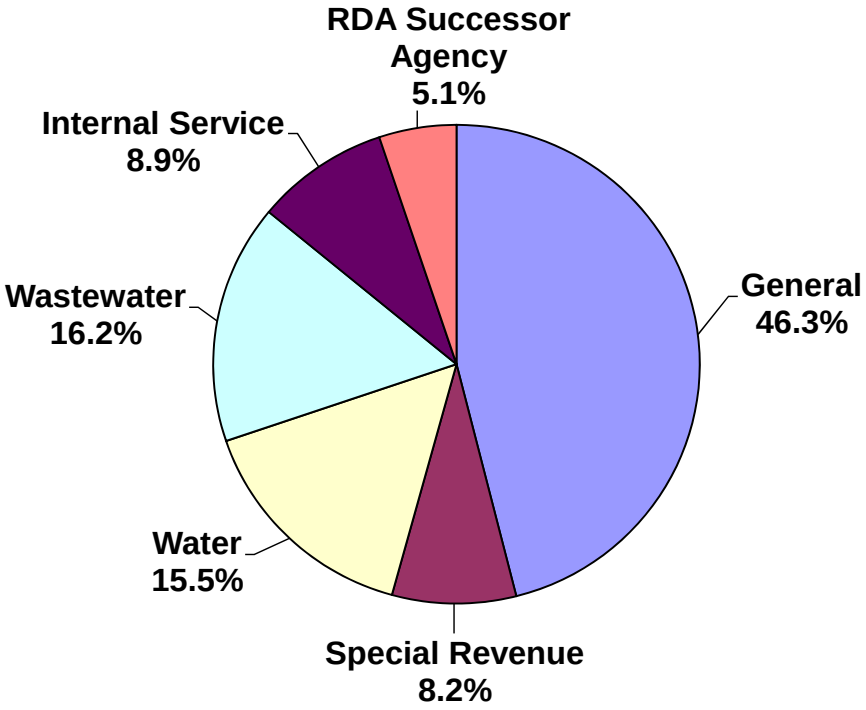
Fiscal Year 2012-13



Taxes	$	26,518,610
Licenses & Permits	$	570,000
Intergovernmental	$	4,114,837
Service Fees	$	24,151,786
Interest & Rentals	$	1,365,167
Other Revenues	$	3,869,683
Internal Charges & Transfers	$	9,047,821
Total Revenues	$	69,637,904

City Wide Use of Funds

Fiscal Year 2012-13



General	$	34,301,979
Special Revenue	$	6,138,605
Water	$	11,567,416
Wastewater	$	12,049,186
Internal Service	$	6,622,625
RDA Successor Agency	$	3,828,392
Total Expenditures	$	74,508,203

All Funds Budget Summary

FY 2012-13

Fund Description	Estimated Beg. Balance 6/30/2012	Projected Revenues	Total Appropriations	Projected Ending Balance 6/30/2013
General Fund (Note 1)	**$ 7,280,277**	**$ 32,044,240**	**$ 34,301,979**	**$ 5,022,538**
Special Revenue Funds				
CDBG Program	19,688	516,678	504,678	31,688
CDBG Housing RLF	(26,362)	10,000	10,000	(26,362)
HOME Program Income	(73,647)	152,000	152,000	(73,647)
Streets & Roads	1,469,922	3,447,709	3,554,245	1,363,386
Traffic Safety	157,638	253,150	190,000	220,788
Suspended Traffic Offender	76,742	65,500	50,000	92,242
Development Impact Fees	15,747,428	565,000	855,000	15,457,428
Fire Mitigation Impact Fees	99,576	5,100	100,000	4,676
Landscape Assessments	1,125,553	459,258	595,816	988,995
Residential Street Lighting	66,286	122,720	126,866	62,140
Total Special Revenue Funds	**18,662,824**	**5,597,115**	**6,138,605**	**18,121,334**
Enterprise Funds				
Surface Water Operating	2,249,267	9,663,600	9,451,503	2,461,364
Water Capital (Note 2)	3,901,691	990,000	2,115,913	2,775,778
Wastewater Operating	3,782,159	10,395,800	10,785,837	3,392,122
Wastewater Capital (Note 3)	4,007,134	410,000	1,263,349	3,153,785
Total Enterprise Funds	**13,940,251**	**21,459,400**	**23,616,602**	**11,783,049**
Internal Service Funds				
Employee Benefits	326,264	3,149,808	3,140,829	335,243
Dental/Vision	209,458	552,889	500,000	262,347
Disability Program	52,909	16,258	30,000	39,167
General Liability	587,068	453,700	469,870	570,898
Workers Comp Insurance	1,550,242	385,046	350,186	1,585,102
Vehicle Maintenance	376,126	600,470	761,960	214,636
Vehicle Replacement	7,303,280	1,180,411	582,000	7,901,691
Technology Replacement	2,800,034	437,866	787,780	2,450,120
Total Internal Service	**13,205,381**	**6,776,448**	**6,622,625**	**13,359,204**
Redevelopment				
RDA Successor Agency	3,410,473	3,760,701	3,828,392	3,342,782
Total Redevelopment	**3,410,473**	**3,760,701**	**3,828,392**	**3,342,782**
Total	**$ 56,499,205**	**$ 69,637,904**	**$ 74,508,203**	**$ 51,628,907**

Note 1: Includes Economic Stabilization Reserve funds.
Note 2: Includes $3,500,000 cash designated for Debt Service Reserve.
Note 3: Includes $2,700,000 cash designated for Debt Service Reserve.

All Fund Summary-Revenues By Category

FY 2012-13

Fund Description	Taxes	Licenses & Permits	Inter-governmental	Service Fees	Interest & Rentals	Other Revenues	Internal Charges & Transfers	Total Adopted
General Fund	**$ 22,789,957**	**$ 570,000**	**$ 87,750**	**$ 2,379,816**	**$ 78,600**	**$ 82,500**	**$ 6,055,617**	**$ 32,044,240**
Special Revenue Funds								
CDBG Program	-	-	504,678	-	-	12,000	-	516,678
CDBG Housing RLF	-	-	-	-	-	10,000	-	10,000
HOME Program	-	-	130,000	-	22,000	-	-	152,000
Streets & Roads	-	-	3,392,409	-	55,300	-	-	3,447,709
Traffic Safety	-	-	-	250,000	3,150	-	-	253,150
Suspended Traffic Offender	-	-	-	64,000	1,500	-	-	65,500
Development Impact Fees	-	-	-	250,000	315,000	-	-	565,000
Fire Mitigation Impact Fees	-	-	-	5,000	100	-	-	5,100
Landscape Assessment	-	-	-	412,102	47,156	-	-	459,258
Residential Street Lighting	-	-	-	120,068	2,652	-	-	122,720
Total Special Revenue	**-**	**-**	**4,027,087**	**1,101,170**	**446,858**	**22,000**	**-**	**5,597,115**
Enterprise Funds								
Surface Water Operating	-	-	-	9,521,000	142,600	-	-	9,663,600
Water Capital	-	-	-	840,000	150,000	-	-	990,000
Wastewater Operating	-	-	-	10,029,800	121,000	-	245,000	10,395,800
Wastewater Capital	-	-	-	280,000	130,000	-	-	410,000
Total Enterprise	**-**	**-**	**-**	**20,670,800**	**543,600**	**-**	**245,000**	**21,459,400**
Internal Service Funds								
Employee Benefits	-	-	-	-	6,525	3,143,283	-	3,149,808
Dental/Vision Plan	-	-	-	-	4,189	548,700	-	552,889
Disability Program	-	-	-	-	1,058	15,200	-	16,258
General Liability	-	-	-	-	11,700		442,000	453,700
Workers Comp Insurance	-	-	-	-	31,000	-	354,046	385,046
Vehicle Maintenance	-	-	-	-	7,523		592,947	600,470
Vehicle Replacement	-	-	-	-	146,066	33,000	1,001,345	1,180,411
Technology Replacement	-	-	-	-	56,000	25,000	356,866	437,866
Total Internal Service	**-**	**-**	**-**	**-**	**264,061**	**3,765,183**	**2,747,204**	**6,776,448**
Redevelopment Agency								
RDA Successor Agency	3,728,653	-	-	-	32,048	-	-	3,760,701
Total Redevelopment	**3,728,653**	**-**	**-**	**-**	**32,048**	**-**	**-**	**3,760,701**
Total All Funds	**$ 26,518,610**	**$ 570,000**	**$ 4,114,837**	**$ 24,151,786**	**$ 1,365,167**	**$ 3,869,683**	**$ 9,047,821**	**$ 69,637,904**

All Fund Summary-Expenditures By Category

FY 2012-13

Fund Description	Salaries & Benefits	Supplies & Services	Capital Acquisitions	Internal Charges & Transfers	Total Adopted
General Fund	**$ 27,508,625**	**$ 6,793,354**	**$ -**	**$ -**	**$ 34,301,979**
Special Revenue Funds					
CDBG Program	-	504,678	-	-	504,678
CDBG Housing RLF	-	10,000	-	-	10,000
HOME Program	-	152,000	-	-	152,000
Streets & Roads	-	-	-	3,554,245	3,554,245
Development Impact Fees	-	-	-	855,000	855,000
Traffic Safety	-	40,000	-	150,000	190,000
Suspended Traffic Offender	-	-	-	50,000	50,000
Landscape Assessment	-	316,289	-	279,527	595,816
Residential Street Lighting	-	116,765	-	10,101	126,866
Fire Mitigation Impact Fees	-	-	-	100,000	100,000
Total Special Revenue	**-**	**1,139,732**	**-**	**4,998,873**	**6,138,605**
Enterprise Funds					
Surface Water Operating	2,356,918	3,871,677	40,000	3,182,908	9,451,503
Water Capital	-	2,115,913	-	-	2,115,913
Groundwater Operating	-	-	-	-	-
Wastewater Operating	2,948,519	4,321,728	35,000	3,480,590	10,785,837
Wastewater Capital	-	827,349	-	436,000	1,263,349
Total Enterprise	**5,305,437**	**11,136,667**	**75,000**	**7,099,498**	**23,616,602**
Internal Service Funds					
Employee Benefits	-	3,140,829	-	-	3,140,829
Dental/Vision Plan	-	500,000	-	-	500,000
Disability Program	-	30,000	-	-	30,000
General Liability	-	469,870	-	-	469,870
Workers Comp Insurance	-	350,186	-	-	350,186
Vehicle Maintenance	357,755	404,205	-	-	761,960
Vehicle Replacement	-	9,000	573,000	-	582,000
Technology Replacement	-	456,780	331,000	-	787,780
Total Internal Service	**357,755**	**5,360,870**	**904,000**	**-**	**6,622,625**
Redevelopment					
RDA Successor Agency	3,267	894,503	-	2,930,622	3,828,392
Total Redevelopment	**3,267**	**894,503**	**-**	**2,930,622**	**3,828,392**
Total All Funds	**$ 33,175,084**	**$ 25,325,126**	**$ 979,000**	**$ 15,028,993**	**$ 74,508,203**

Budget Comparison By Fund-Revenues

FY 2012-13

Fund Description	2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Adopted/Amended	2011-12 Projected	2012-13 Adopted
General Fund	**$ 38,644,381**	**$ 35,269,187**	**$ 37,752,782**	**$ 32,784,528**	**$ 33,118,924**	**$ 32,044,240**
Special Revenue Funds						
CDBG Program	792,822	705,772	678,888	523,638	512,000	516,678
CDBG Housing RLF	32,999	81,648	24,113	20,000	6,253	10,000
HOME Program	583,540	80,622	233,850	892,000	416,509	152,000
Streets & Roads	2,946,444	6,012,484	5,206,336	4,816,036	3,485,010	3,447,709
Traffic Safety	465,104	351,681	308,639	309,000	305,569	253,150
Suspended Traffic Offender	157,820	96,918	125,713	107,000	596,000	65,500
Development Impact Fees	1,529,679	1,582,611	779,642	924,000	526,200	565,000
Fire Mitigation Impact Fees	22,870	4,152	10,281	7,200	6,529	5,100
Landscape Assessments	866,339	513,143	383,492	563,442	585,710	459,258
Residential Street Lighting	98,446	52,769	83,706	117,131	118,583	122,720
Total Special Revenue	**7,496,063**	**9,481,800**	**7,834,660**	**8,279,447**	**6,558,363**	**5,597,115**
Enterprise Funds						
Surface Water Operating	7,296,400	7,442,662	8,335,111	10,231,000	8,813,112	9,663,600
Water Capital	736,891	630,015	591,144	1,105,100	959,685	990,000
Groundwater Operating	1,037,443	945,561	-	-	-	-
Wastewater Operating	8,965,813	9,867,588	9,631,692	9,802,700	9,702,580	10,395,800
Wastewater Capital	790,981	472,145	414,958	402,000	413,900	410,000
Total Enterprise	**18,827,528**	**19,357,971**	**18,972,905**	**21,540,800**	**19,889,277**	**21,459,400**
Internal Service Funds						
Employee Benefit	2,838,236	2,736,912	2,809,834	3,226,000	2,772,090	3,149,808
Dental/Vision Plan	514,889	570,223	542,918	513,293	511,850	552,889
Disability Program	21,814	18,675	16,426	17,013	15,973	16,258
General Liability	510,443	610,913	629,521	405,000	405,000	453,700
Workers Comp Insurance	616,598	820,190	1,162,410	657,378	686,880	385,046
Vehicle Maintenance	934,305	920,373	775,781	869,041	649,049	600,470
Vehicle Replacement	308,801	1,116,919	1,084,080	836,572	821,269	1,180,411
Technology Replacement	696,536	644,737	538,419	533,105	533,105	437,866
Total Internal Service	**6,441,622**	**7,438,942**	**7,559,389**	**7,057,402**	**6,395,216**	**6,776,448**
Redevelopment Agency						
RDA Operating	3,309,614	8,389,807	3,020,224	3,136,177	1,507,677	-
Low/Mod Housing	946,504	830,339	786,525	819,922	377,764	-
RDA Successor Agency	-	-	-	-	1,767,708	3,760,701
Total Redevelopment	**4,256,118**	**9,220,146**	**3,806,749**	**3,956,099**	**3,653,149**	**3,760,701**
Total All Funds	**$ 75,665,712**	**$ 80,768,046**	**$ 75,926,485**	**$ 73,618,276**	**$ 69,614,929**	**$ 69,637,904**

Budget Comparison By Fund-Expenditures

FY 2012-13

Fund Description	2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Adopted/Amended	2012-13 Adopted
General Fund	**$ 36,357,870**	**$ 34,906,909**	**$ 33,763,546**	**$ 33,990,145**	**$ 34,301,979**
Special Revenue Funds					
CDBG Program	700,173	264,247	359,487	511,638	504,678
CDBG Housing RLF	113,960	136,072	141,134	20,000	10,000
HOME Program	551,923	138,080	556,273	892,000	152,000
Development Impact Fees	10,475,428	3,423,000	1,457,000	-	855,000
Streets & Roads	4,746,592	7,108,786	4,768,905	1,704,921	3,554,245
Traffic Safety	616,438	313,990	365,819	250,000	190,000
STOP Program	206,000	200,000	150,000	100,000	50,000
Landscape Assessment Districts	619,389	611,813	517,526	561,780	595,816
Residential Street Lighting	112,852	114,908	111,795	114,487	126,866
Fire Mitigation Impact Fees	-	-	-	-	100,000
Total Special Revenue	**18,142,755**	**12,310,896**	**8,427,939**	**4,154,826**	**6,138,605**
Enterprise Funds					
Surface Water Operating	7,020,490	10,458,676	9,836,226	7,948,291	9,451,503
Water Capital	1,925,621	1,782,832	2,967,910	1,829,547	2,115,913
Groundwater Operating	1,073,621	1,212,282	-	-	-
Wastewater	9,166,239	7,593,993	7,459,561	8,835,437	10,785,837
Wastewater Capital	2,628,331	864,578	874,402	877,424	1,263,349
Total Enterprise	**21,814,302**	**21,912,360**	**21,138,100**	**19,490,699**	**23,616,602**
Internal Service Funds					
Employee Benefit	2,742,637	2,746,885	2,782,695	3,218,295	3,140,829
Dental/Vision Plan	518,190	512,057	494,151	525,000	500,000
Disability Program	21,607	42,351	29,611	30,000	30,000
General Liability	476,658	395,923	563,472	442,000	469,870
Workers Comp Insurance	518,289	142,450	546,373	593,243	350,186
Vehicle Maintenance	796,660	808,851	771,663	754,325	761,960
Vehicle Replacement	39,220	159,816	2,868,277	197,000	582,000
Technology Replacement	422,311	477,086	270,467	650,078	787,780
Total Internal Service	**5,535,572**	**5,285,418**	**8,326,709**	**6,409,941**	**6,622,625**
Redevelopment					
RDA Operating	3,920,865	5,227,518	6,101,882	3,506,606	-
Low/Mod Housing	1,375,832	1,689,029	1,061,197	1,842,306	-
RDA Successor Agency	5,296,697	6,916,546	7,163,079	5,348,912	3,828,392
Total Redevelopment	**10,593,394**	**13,833,093**	**14,326,159**	**10,697,824**	**3,828,392**
Total All Funds	**$ 92,443,893**	**$ 88,248,676**	**$ 85,982,452**	**$ 74,743,435**	**$ 74,508,203**

All Program Summary

FY 2012-13

Expenditures By Program	2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Adopted/Amended	2012-13 Adopted
Legislative/Administrative					
City Council	$ 113,420	$ 109,011	$ 116,267	$ 121,203	$ 126,951
City Attorney	207,005	171,109	131,846	150,000	150,000
City Manager	398,536	689,692	655,280	638,529	639,557
Economic Development	119,661	184,400	178,088	204,944	209,936
Human Resources	569,162	456,434	330,586	485,508	465,910
City Clerk	42,266	13,794	22,441	19,141	45,492
City Treasurer	7,406	6,911	6,949	7,108	7,109
Total	**1,457,456**	**1,631,352**	**1,441,456**	**1,626,433**	**1,644,955**
Finance/IT					
Finance	1,711,362	1,229,543	1,404,706	1,433,712	1,446,563
Information Technology	604,936	492,936	555,268	708,165	714,684
Total	**2,316,298**	**1,722,480**	**1,959,974**	**2,141,877**	**2,161,247**
Community Development					
Planning	544,291	425,179	412,883	405,764	408,765
Building	696,476	629,231	444,549	378,980	370,301
Total	**1,240,767**	**1,054,410**	**857,432**	**784,744**	**779,066**
Police					
Traffic	1,039,221	993,667	990,896	1,036,080	952,829
Administration	1,362,566	1,164,469	1,319,954	1,290,574	1,305,772
Investigations	1,912,077	2,225,438	2,184,608	2,203,779	2,264,743
Field Operations	7,480,607	7,042,940	7,131,054	7,288,520	7,064,915
Community Outreach	78,363	84,042	12,167	13,472	13,116
Technology Resources	168,179	161,633	162,095	161,954	163,781
Information & Analysis	125,853	121,023	31,734	30,262	28,867
Communications	1,102,962	1,068,091	1,106,682	1,110,452	1,126,018
Total	**13,269,828**	**12,861,303**	**12,939,191**	**13,135,093**	**12,920,041**
Fire					
Administration	951,407	863,045	822,708	846,396	854,255
Operations	8,714,233	8,735,941	8,390,410	7,897,878	7,911,542
Total	**9,665,640**	**9,598,986**	**9,213,118**	**8,744,274**	**8,765,797**
Public Works					
Administration	304,176	297,597	415,464	191,222	217,936
Engineering	1,111,414	1,142,875	1,110,214	1,112,756	1,397,406
Streets	1,143,986	1,244,570	1,175,995	1,113,669	1,174,199
Electrical Maintenance	660,083	540,641	605,453	551,787	558,740
Parks Maintenance	1,533,993	1,482,527	1,301,649	1,175,611	1,187,781
Facilities Maintenance	1,076,904	977,775	528,320	610,325	613,669
Total	**5,830,556**	**5,685,986**	**5,137,094**	**4,755,370**	**5,149,731**

All Program Summary

FY 2012-13

Expenditures By Program	2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Adopted/Amended	2012-13 Adopted
Non Departmental					
Animal Control	437,682	355,840	331,119	534,172	604,865
Contingency	(24,456)	7,889	10,824	197,600	197,600
Non Departmental	88,737	128,657	123,423	204,991	165,074
Total	**501,963**	**492,386**	**465,367**	**936,763**	**967,539**
Parks & Recreation					
Administration	338,439	316,720	301,456	318,617	324,352
Supervision	397,226	336,967	225,154	219,703	237,925
Senior Center	179,595	125,582	130,315	134,000	134,003
Swimming Pool	261,959	274,113	339,438	341,072	362,914
Programs	898,143	806,625	753,551	852,199	854,409
Total	**2,075,362**	**1,860,007**	**1,749,914**	**1,865,591**	**1,913,603**
Total General Fund	**$ 36,357,870**	**$ 34,906,909**	**$ 33,763,546**	**$ 33,990,145**	**$ 34,301,979**
Special Revenue Funds					
CDBG Program	700,173	264,247	359,487	511,638	504,678
CDBG Housing RLF	113,960	136,072	141,134	20,000	10,000
HOME Program	551,923	138,080	556,273	892,000	152,000
Development Impact Fees	10,475,428	3,423,000	1,457,000	-	855,000
Streets & Roads	4,746,592	7,108,786	4,768,905	1,704,921	3,554,245
Traffic Safety Fund	616,438	313,990	365,819	250,000	190,000
STOP Program	206,000	200,000	150,000	100,000	50,000
Landscape Assessment Districts	619,389	611,813	517,526	561,780	595,816
Residential Street Lighting	112,852	114,908	111,795	114,487	126,866
Fire Mitigation Impact Fees	-	-	-	-	100,000
Total Special Revenue	**18,142,755**	**12,310,896**	**8,427,939**	**4,154,826**	**6,138,605**

All Program Summary

FY 2012-13

Expenditures By Program	2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Adopted/Amended	2012-13 Adopted
Enterprise Funds					
Surface Water Operating					
Water Distribution	931,063	1,089,888	1,032,666	1,162,641	1,187,012
Water Treatment	6,089,427	9,368,787	8,803,560	6,785,650	8,264,491
Total Surface Water Operating	**7,020,490**	**10,458,676**	**9,836,226**	**7,948,291**	**9,451,503**
Water Capital					
Capital Debt Service	**1,925,621**	**1,782,832**	**2,967,910**	**1,829,547**	**2,115,913**
Groundwater Operating					
Hillcrest Distribution	124,770	124,887	-	-	-
Hillcrest Plant Operation	948,851	1,087,394	-	-	-
Total Groundwater Operating	**1,073,621**	**1,212,282**	**-**	**-**	**-**
Wastewater Operating					
Wastewater Collection	469,716	523,150	604,865	849,693	1,243,460
Wastewater Treatment Plant	7,891,291	6,185,211	5,938,600	6,917,411	8,563,910
Pretreatment Program	3,059	110,176	130,626	160,398	99,080
Treatment Plant Laboratory	777,825	734,337	667,698	827,252	817,179
River Highlands Waste Treatment	5,292	31,370	90,124	18,400	-
Stonegate Facility	19,056	9,749	27,648	62,283	62,208
Total Wastewater Operating	**9,166,239**	**7,593,993**	**7,459,561**	**8,835,437**	**10,785,837**
Wastewater Capital					
Capital Debt Service	**2,628,331**	**864,578**	**874,402**	**877,424**	**1,263,349**
Internal Service Funds					
Employee Benefit Fund	2,742,637	2,746,885	2,782,695	3,218,295	3,140,829
Dental/Vision Fund	518,190	512,057	494,151	525,000	500,000
Disability Program Fund	21,607	42,351	29,611	30,000	30,000
Gen. Liability Ins. Fund	476,658	395,923	563,472	442,000	469,870
Workers Comp Ins. Fund	518,289	142,450	546,373	593,243	350,186
Vehicle Maintenance Fund	796,660	808,851	771,663	754,325	761,960
Vehicle Replacement Fund	39,220	159,816	2,868,277	197,000	582,000
Technology Replacement	422,311	477,086	270,467	650,078	787,780
Total Internal Service	**5,535,572**	**5,285,418**	**8,326,709**	**6,409,941**	**6,622,625**
Redevelopment					
RDA Capital Projects	3,920,865	5,227,518	6,101,882	3,506,606	-
Low/Mod Housing Fund	1,375,832	1,689,029	1,061,197	1,842,306	-
RDA Successor Agency	-	-	-	-	3,828,392
Total	**5,296,697**	**6,916,546**	**7,163,079**	**5,348,912**	**3,828,392**
Total All Programs	**$ 87,147,196**	**$ 81,332,129**	**$ 78,819,372**	**$ 69,394,523**	**$ 74,508,203**

Interfund Transfer Summary

FY 2012-13

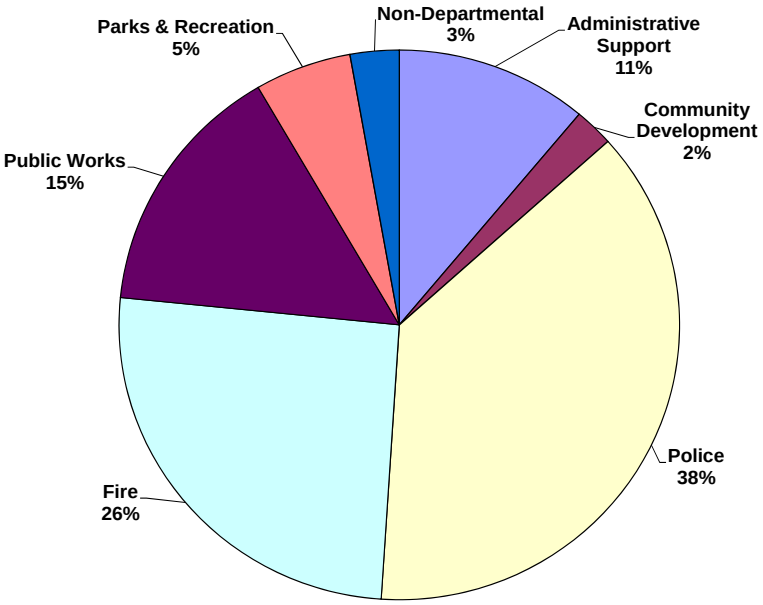
Fund Description	Transfer to General Fund	Transfer to CIP Fund	Transfer to Vehicle Replacement	Transfer to Vehicle Maintenance	Transfer to Technology Fund	Transfer to Wastewater Fund	Transfer to Debt Service	Total Transfers
General Fund Total	$ -	$ 260,000	$ -	$ -	$ -	$ -	$ -	$ 260,000
Special Revenue Funds								
CDBG Fund	-	-	-	-	-	-	-	-
Streets & Roads Fund	1,483,245	2,071,000	-	-	-	-	-	3,554,245
Traffic Safety Fund	150,000	-	-	-	-	-	-	150,000
Suspended Traffic Offender	50,000	-	-	-	-	-	-	50,000
Development Impact Fees	-	855,000	-	-	-	-	805,699	1,660,699
Landscape Assessment	265,217	.	-	24,400	-	-	-	289,617
Residential Street Light	3,453	-	-	-	-	-	-	3,453
Fire Mitigation Impact Fees	-	100,000	-	-	-	-	-	100,000
Total Special Revenues	**1,951,915**	**3,026,000**	**-**	**24,400**	**-**	**-**	**805,699**	**5,808,014**
Capital Project Funds	**1,231,204**	**-**	**-**	**-**	**-**	**-**	**302,808**	**1,534,012**
Internal Service Funds								
Employee Benefits	-	-	-	-	-	-	-	-
Dental/Vision Plan	-	-	-	-	-	-	-	-
Disability Program	-	-	-	-	-	-	-	-
General Liability	-	-	-	-	-	-	-	-
Workers Comp Insurance	-	-	-	-	-	-	-	-
Vehicle Maintenance	-	-	-	-	-	-	-	-
Vehicle Replacement	-	-	-	-	-	-	-	-
Technology Replacement	-	-	-	-	-	-	-	-
Total Internal Service	**-**	-	-	-	-	-	-	**-**
Enterprise Funds								
Surface Water Operating	1,382,908	1,555,000	-	-	-	245,000	810,704	3,993,612
Water Capital	-	-	-	-	-	-	1,553,908	1,553,908
Wastewater Operating	1,438,590	1,664,000	378,000	-	-	-	540,170	4,020,760
Wastewater Capital	-	436,000	-	-	-	-	827,349	1,263,349
Total Enterprise	**2,821,498**	**3,655,000**	**378,000**	**-**	**-**	**245,000**	**3,732,131**	**10,831,629**
Redevelopment Agency								
RDA Successor Agency	51,000	-	-	-	-	-	2,879,621	2,930,621
Total Redevelopment	**51,000**	**-**	**-**	**-**	**-**	**-**	**2,879,621**	**2,930,621**
Total Interfund Transfer	**$ 6,055,617**	**$ 6,941,000**	**$ 378,000**	**$ 24,400**	**$ -**	**$ 245,000**	**$ 7,720,259**	**$ 21,364,276**

Internal Service Charge Summary

FY 2012-13

Fund Description	Contribution to General Liability	Contribution to Technology Replacement	Contribution to Worker's Compensation	Contribution to Vehicle Maintenance	Contribution to Vehicle Replacement	Total Contributions
General Fund	**$ 357,930**	**$ 250,159**	**$ 265,150**	**$ 420,640**	**$ 514,000**	**$ 1,807,879**
Special Revenue Funds						
CDBG Program	-	-	-	-	-	-
Total Special Revenue	**-**	**-**	**-**	**-**	**-**	**-**
Enterprise Funds						
Water	40,970	45,670	35,689	52,391	17,311	192,031
Wastewater	39,316	57,442	42,407	88,055	90,583	317,803
Total Enterprise Funds	**80,286**	**103,112**	**78,096**	**140,446**	**107,894**	**509,834**
Internal Service Funds						
Vehicle Maintenance	3,784	3,595	6,978	7,463	1,451	23,271
Total Internal Service	**3,784**	**3,595**	**6,978**	**7,463**	**1,451**	**23,271**
Total	**$ 442,000**	**$ 356,866**	**$ 350,224**	**$ 568,549**	**$ 623,345**	**$ 2,340,984**

Yuba City Residents pay $43.78/month For City Services



$43.78 pays for <u>one</u> of these:

- ☑ Almost One Month of Standard Cable Services
- ☑ Evening Out - Dinner for Two
- ☑ Movie Night for a Family of Four
- ☑ A Sacramento Kings Game Ticket for One (Economy Seating)
- ☑ One Month of a Health Club
- ☑ Two or Three DVD's
- ☑ A Tank of Gas

Or $43.78 pays for <u>all</u> of these:

- ☑ 24 Hour Police and Fire Protection
- ☑ Well Groomed Parks and Trees
- ☑ Safety Lighting for Streets
- ☑ Street Sweeping and Maintenance
- ☑ Community Events
- ☑ Community Economic Development
- ☑ A Well Planned, Zoned Community
- ☑ Professional Management of a Citizen's Tax Investment in the Community

DEBT ADMINISTRATION

In recognition of its responsibility for the management of debt obligations, the City of Yuba City has developed a comprehensive set of formal debt policies. These polices are considered critical to consolidating information on current outstanding obligations and to maintain a good credit rating.

There are several reasons for a bond issuance involving the City and its component units:

1. Finance capital improvement projects;
2. Finance capital acquisitions;
3. Finance operating expenses (in certain circumstances); and,
4. Serve as a conduit issuer for non-profit organizations, private companies, and special districts within the City of Yuba City.

The primary objective of the City's debt policies is affordability. This is measured by the ratio of annual debt service to revenue. The debt affordability level will vary on an annual basis in accordance with the economic conditions and revenues of the City. Another objective of the City's debt policies is to minimize the cost of borrowing through credit rating, credit enhancement (bond insurance, letter of credit, or surety bond), refunding, and interest swaps.

When issuing bonds, the City generally sells the bonds through either a competitive bid or a negotiated sale. Competitive bid sales procedures are utilized if the bond sale is expected to have adequate market interest to assure competitive pricing. Negotiated sales procedures are selected if the issue is complex or based upon other factors if the Finance Department concludes a competitive sale would be less effective. A financial advisor, underwriter, bond counsel, and disclosure counsel are usually used as part of issuing debt.

LEGAL DEBT MARGIN

In California, debt issuers of general obligation bonds must comply with a State constitutional debt limitation contained in Article XVI, Section 18, which requires two-thirds voter approval for all local government bond issues. In addition, the total general obligation bonds outstanding must not exceed 15% of the City's assessed valuation.

SUMMARY OF OUTSTANDING DEBT

Special Assessment District and Community Facility District Debt. The City establishes special assessment districts and community facility districts to finance various infrastructure improvements such as streets, water lines, sewer lines, drainage, etc. in the City. Limited Obligation Improvement bonds and Special Tax bonds are sold to finance the improvements. In some instances these bonds are purchased by the City as an investment while most often they are sold to the investment community through underwriters. These bonds are secured by liens on benefiting properties. Payments of principal and interest are remitted to the City three times a year via the Sutter County Tax Collector. The maturity dates of the bonds range from the current fiscal year through the year 2035.

Special assessment and community facility district debt are not shown in the City's Debt Summary because they are secured by properties within the districts and are not an obligation of the City.

Revenue Certificates supported by Water Fund Revenues. The City issued $25.6 million in revenue certificates in October 2005 to finance the expansion of the water treatment facility. The certificates are secured by the net revenues realized by the City's water fund. The certificates will be fully retired in fiscal year 2035.

Revenue Certificates supported by Wastewater Fund Revenues. The City issued $12 million in revenue certificates in June of 2000 and $11 million in August of 2002 to finance the capital improvements identified in the wastewater system master plan. Payments on the certificates are secured by the net revenues realized by the City's wastewater fund. The certificates will be fully retired in fiscal years 2025 and 2032, respectively.

In June 2007, the 2000 Wastewater Revenue Certificates were refunded and were replaced by 2007 Wastewater Revenue Certificates. The original refunding principal amount was $10,455,000, resulting in net present value interest savings of $0.5 million over the remaining term of the bonds.

In November, 2011, the 2002 Wastewater Revenue Certificates were refunded and were replaced by the 2011 Wastewater Revenue Refunding Bonds. The original refunding principal amount was $9,715,000, resulting in net present value interest savings of $0.6 million over the remaining term of the bonds.

State Department of Public Health Safe Drinking Water State Revolving Fund (SRF). In May, 2010, the City borrowed funds from two State Revolving Fund loans from the State of California for the former Hillcrest area to convert customers from groundwater to the City's surface water system. The loan amounts were $6.8 million for Region 1 and $19.1 million for Regions 2/3. Repayment will be made from a combination of monthly water rate revenues, a special surcharge approved by the customers and future development connection fee revenues.

Tax Allocation Bonds – Redevelopment Agency. The Redevelopment Agency issued $20.7 in tax allocation bonds in July of 2004 for project funds and to retire $9.065 million in 1996 Series A & B bonds and a Rural Economic Development Infrastructure Program loan. Cash proceeds were used to finance the reconstruction of Plumas Street and future low income housing. These bonds are special obligations to the former Redevelopment Agency and are payable from and secured by tax revenues. Both the Series A and Series B bonds will be retired in 2039.

The Redevelopment Agency issued $16.0 million in tax allocation bonds in June of 2007 for project funds. These bonds are special obligations to the agency and are payable from and secured by tax revenues. The 2007 Series bonds will be retired in 2039.

Street Light Acquisition Certificates. The City entered into an equipment lease purchase agreement for acquisition of the City's street light system. The term of the lease is ten years. The total acquisition cost was $1,055,847 with the final payment being made in fiscal year 2013.

California Infrastructure and Economic Development Bank (CIEDB). The City borrowed $1.9 million utilizing a low interest loan through the State to facilitate construction of the Sunsweet/Highway 99 intersection improvements. This included traffic signal installation, undergrounding and installation of utilities including water, sewer and storm drainage installation, which resulted in connecting Walton Road to State Route 99. This is being repaid with Redevelopment tax increment funds and a community facilities district.

Gauche Park Certificates of Participation. The City issued $12.5 million in certificates to help finance the new Gauche Aquatics Facility. The project includes expanded picnic and barbeque facilities, passive areas, climbing boulders, a sand volleyball court, age appropriate play structures for 2 to 5 year children and 6 to 12 year old youth and a small amphitheater. The project also includes construction of a 25 yard 10 lane competitive pool, a play/instructional pool that goes from zero feet to three feet, a lap pool feature and a 25 foot water slide. The 10,102 square foot indoor space will include a reception area, restrooms, and locker rooms for men, women and families. Also included is additional space for a first aid station, three multipurpose rooms for meetings and birthday parties, a pool equipment room and a concession facility which will serve pool patrons and park visitors. The aquatic center was completed in November, 2007 and replaces the previously existing community pool at Sam Brannon Park.

CSCDA Pooled Pension Obligation Bonds. The City issued $7.7 million in pension obligation bonds to pay off the City's unfunded liability through CalPERS for its safety retirement program. Paying off this unfunded liability results in a present value savings of $0.7 million with an average annual savings

expectation of $47,000. The cost of funding annual debt service is shown in the Police and Fire Department budgets as benefits so as not to distort financial trend data.

Fire Station No. 4 Lease-Purchase Agreement. The City entered into a lease financing and ground lease agreement with SunTrust Equipment Financing & Leasing Corporation for $5,940,000. Proceeds from this lease were used to construct a new Fire Station No. 4 at Franklin & Ohleyer Roads for $4,980,000. In addition, $960,000 was used for the Police Department Expansion project. The term of the lease is ten years. Construction of Fire Station No. 4 was completed in July, 2009.

Debt Summary

FY 2012-13

Name of Bond/Loan	Original Amount of Issue	Issue Date	Final Payment Date	Interest Rate	Beginning Outstanding Balance 7/1/2012	Requirements for Fiscal Year Ending June 30, 2013 Interest Payable	Principal Payable	Total
Wastewater Certificates-2011	$ 9,715,000	11/01/11	06/01/32	4.2%	$ 9,425,000	$ 361,984	$ 155,000	$ 516,984
Wastewater Certificates-2007	10,440,769	06/04/07	06/01/25	4.4%	8,304,803	362,773	487,763	850,535
Water Certificates-2005	25,625,000	10/01/05	06/01/35	4.4%	22,180,000	960,028	505,000	1,465,028
Water SRF Loan - Region 1	5,927,874	05/01/10	07/01/32	2.5%	5,927,874	146,858	231,654	378,512
Water SRF Loan - Region 2/3	18,361,884	05/01/10	07/01/32	2.3%	18,361,884	415,147	733,649	1,148,796
CSCDA Pooled POB-2007A	7,685,000	04/17/07	06/01/17	5.5%	4,770,000	251,354	790,000	1,041,354
Street Light Acq. Certificates	1,055,847	09/15/03	09/15/13	3.8%	185,073	5,945	122,205	128,149
Gauche Park Certificates-2006	12,500,000	06/01/06	06/01/36	4.4%	11,230,000	484,141	285,000	769,141
Fire Station #4 Lease Finance	5,940,000	05/06/08	06/30/18	3.9%	3,834,294	143,576	579,115	722,691
Redevelopment Agency								
2004 Series A Bonds	16,210,000	07/22/04	09/01/39	5.99%	14,825,000	858,275	235,000	1,093,275
2004 Series B Bonds-Housing	4,480,000	07/22/04	09/01/39	5.99%	4,090,000	236,741	65,000	301,741
2005 CIEDB	1,905,700	06/01/05	09/01/34	2.93%	1,630,594	47,034	50,666	97,700
2007 RDA TAB	16,000,000	06/28/07	09/01/39	5.00%	15,415,000	794,649	250,000	1,044,649
Total Redevelopment	38,595,700				35,960,594	1,936,699	600,666	2,537,365
Total All Debt Service	$ 135,847,073				$ 120,179,521	$ 5,068,504	$ 4,490,051	$ 9,558,556

COMPUTATION OF LEGAL DEBT MARGIN
FY 2012-2013

Total Assessed Value All Real & Personal Property	$	4,207,031,185
Debt Limit Percentage		15%
Total Debt Limit		631,054,678
Total amount of debt applicable to debt limit		5,960,014
Legal Debt Margin	**$**	**625,094,663**

Note: The City is in compliance with all debt covenants with regards to debt coverage ratios as mandated by the California State Constitution. The amount of the debt applicable to the debt limit is low and doesn't consume a large amount of the City's financial resources. Because the amount of debt is low, it will facilitate the process of allocating financial resources in future years.

Future Year Debt Obligation

Name of Bond/Loan	Original Amount of Issue	Issue Date	Principal and Interest FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	Principal Thereafter
Wastewater Certificates-2007	$ 10,440,769	06/04/07	$ 850,535	$ 850,535	$ 850,535	$ 850,535	$ 850,535	$ 5,639,952
Wastewater Certificates-2011	9,715,000	11/01/11	516,984	510,666	513,716	506,004	502,854	8,665,000
Water Certificates-2005	25,625,000	10/01/05	1,465,028	1,462,984	1,459,784	1,460,390	1,459,578	19,490,000
Water SRF Loan - Region 1	5,927,874	05/01/10	378,512	378,512	378,512	378,512	378,512	4,709,800
Water SRF Loan - Region 2/3	18,361,884	05/01/10	1,148,796	1,148,796	1,148,796	1,148,796	1,148,796	14,521,234
CSCDA Pooled POB-2007	7,685,000	04/17/07	1,041,354	1,075,590	1,115,696	1,150,536	1,190,681	-
Street Light Acq. Certificates	1,055,847	09/15/03	128,149	64,075	-	-	-	0
Gauche Park Certificates-2006	12,500,000	06/01/06	769,141	768,596	767,534	765,944	768,816	9,700,000
Fire Station #4 Lease Finance	5,940,000	05/06/08	722,691	722,691	722,691	722,691	722,691	722,693
Redevelopment Agency								
2004 Series A Bonds	16,210,000	07/22/04	1,093,275	1,092,230	1,090,416	1,092,610	1,088,650	13,540,000
2004 Series B Bonds	4,480,000	07/22/04	301,741	303,634	300,326	301,789	302,854	3,730,000
2005 CIEDB	1,905,700	06/01/05	97,700	97,678	97,656	97,633	97,609	1,361,977
2007 RDA TAB	16,000,000	06/28/07	1,044,649	1,042,424	1,045,236	1,042,361	1,048,049	14,040,000
Total Redevelopment	38,595,700		2,537,365	2,535,966	2,533,635	2,534,393	2,537,162	32,671,977
Total All Debt Service	$ 135,847,073		$ 9,558,556	$ 9,518,411	$ 9,490,899	$ 9,517,801	$ 9,559,625	$ 96,120,657

Landscape Maintenance Districts

Fund No.	Description	Location		FY 2012-13 Amount
240	Zone A # 1	North Stabler Lane	$	20,225
241	Zone B # 1	South Yuba City - Garden Highway/Railroad		56,254
242	Zone A # 2	Town Center		69,972
243	Zone A # 3	Palisades Subdivision		9,427
244	Zone A-E # 4	Regency Park, Butte Vista & Stabler Park		91,367
245	Zone A # 5	South Park Village		2,476
246	Zone B #5	Rai Est., Sutter Cottages, Phillips Est., & Garden Gate Est.		17,529
247	Zone C,D,E,F,G,H,I #5	Wheeler Estates, Walnut Glen, Almond Grove, Walton Station, Park Vista, Phalla Estates, & Mesara Ranch		144,493
249	Zone L #5	Richland Ranch		2,099
271	Zone K #5	Hunji, Franklin Rd, Temple, Bridge St., Del Monte, Canterbury,		172,700
		Walnut Park & River Valley		-
273	Zone A-B #6	River Valley Commercial, Geweke Crossing, Harter Specific Plan, La Bella Vita, & Cinemark		9,276
	Total		**$**	**595,818**

Notes:

240 Provides funds for landscape maintenance costs for the properties in the North Stabler area.

241 Provides funds for landscape maintenance costs for the properties in the South Yuba City - Garden Highway/Railroad area.

242 Provides funds for lighting and landscape maintenance costs for the properties in the Town Center area.

243 Provides funds for lighting, landscape maintenance, and storm drainage costs in the Palisades subdivision.

244 Provides funds for lighting and landscape maintenance costs for the properties in the Regency Park, Butte Vista Estates and Stabler Park Estates area.

245 Provides funds for lighting and landscape maintenance costs for the properties in the South Park Village area.

246 Provides funds for lighting and landscape maintenance costs for the properties in the Rai Estates, Sutter Cottages, Phillips Estates and Garden Gate Estates area.

247 Provides funds for lighting and landscape maintenance costs for the properties in the Wheeler Estates, Walton Station, Park Vista, Phalla Estates, and Masera Ranch area.

249 Provides funds for lighting and landscape maintenance costs for the properties in the Richland Ranch area.

271 Provides funds for lighting and landscape maintenance costs for the properties in the Hunji Village Units 1 &2, Franklin Road Estates, Temple Village, Bridge Street Village, Del Monte Ranch Units 2 & 3, Bridge Street Estates, Canterbury Estates Unit 1, North Canterbury Estates, Walnut Park Estates Units 1 & 2, and River Valley Estates.

273 Provides funds for lighting and landscape maintenance costs for the properties in the River Valley Commercial, Geweke Crossing, Harter Specific Plan, LaBella Vita, & Cinemark areas.

Full-Time Equivalent Positions

Dept. No.	Department/Division	Adopted FY 2008-09	Adopted FY 2009-10	Adopted FY 2010-11	Adopted FY 2011-12	Adopted FY 2012-13	Change From Year 2011-12 to 2012-13
GENERAL FUND							
1305	City Manager	2.00	4.00	3.75	3.50	3.50	-
1510	Finance	16.00	13.00	13.00	13.00	13.00	-
1530	Information Technology	4.00	4.00	4.00	5.00	5.00	-
1720	Human Resources	5.50	4.50	3.50	3.00	3.00	-
1910	Planning	4.00	3.00	3.00	4.00	4.00	-
1920	Building Inspection	10.00	6.00	5.00	5.00	5.00	-
2110	Traffic Education & Enforcement	8.00	8.00	7.00	7.00	7.00	-
2120	Police Administration	8.00	8.00	8.00	8.00	8.00	-
2130	Investigation	11.00	14.00	14.00	14.00	14.00	-
2140	Field Operations	57.50	54.50	49.50	49.50	49.50	-
2150	Community Outreach	1.00	1.00	-	-	-	-
2155	Technology Resources	1.00	1.00	1.00	1.00	1.00	-
2160	Crime Analysis and Intelligence	2.00	1.00	-	-	-	-
2170	Communications	15.00	14.00	12.00	12.00	12.00	-
2305	Fire Administration	6.00	6.00	6.00	6.00	6.00	-
2310	Fire Operations	49.10	49.10	49.10	49.00	49.00	-
1905	Public Works Administration	2.00	2.00	2.75	1.00	1.30	0.30
1541	Facilities Maintenance	11.75	9.75	5.00	5.00	5.00	-
1930	Engineering	8.00	10.00	10.00	10.00	12.00	2.00
3130	Street Maintenance	10.23	9.23	9.23	9.23	9.23	-
3150	Electrical Maintenance	4.08	1.08	0.88	0.88	0.88	-
5115	Parks Maintenance	19.23	17.23	13.23	11.23	11.23	-
4120	Economic Development	1.00	1.00	1.00	1.00	1.00	-
5105	Parks & Recreation Administration	3.00	2.63	2.63	2.63	2.63	-
5110	Recreation Supervision	5.50	4.00	2.00	2.00	2.00	-
5120	Senior Center	2.00	1.38	1.38	1.38	1.38	-
5130	Aquatics	2.00	1.00	1.00	1.00	1.00	-
Total		268.89	250.39	227.94	225.34	227.64	2.30
CDBG FUND							
6301	CDBG	1.00	1.00	1.00	-	-	-
Total		1.00	1.00	1.00	-	-	-
VEHICLE MAINTENANCE FUND							
6605	Vehicle Maintenance	5.25	5.25	4.25	4.00	4.10	0.10
Total		5.25	5.25	4.25	4.00	4.10	0.10
RDA SUCCESSOR AGENCY							
6099	RDA Successor Agency	0.60	0.52	0.52	-	-	-
Total		0.60	0.52	0.52	-	-	-

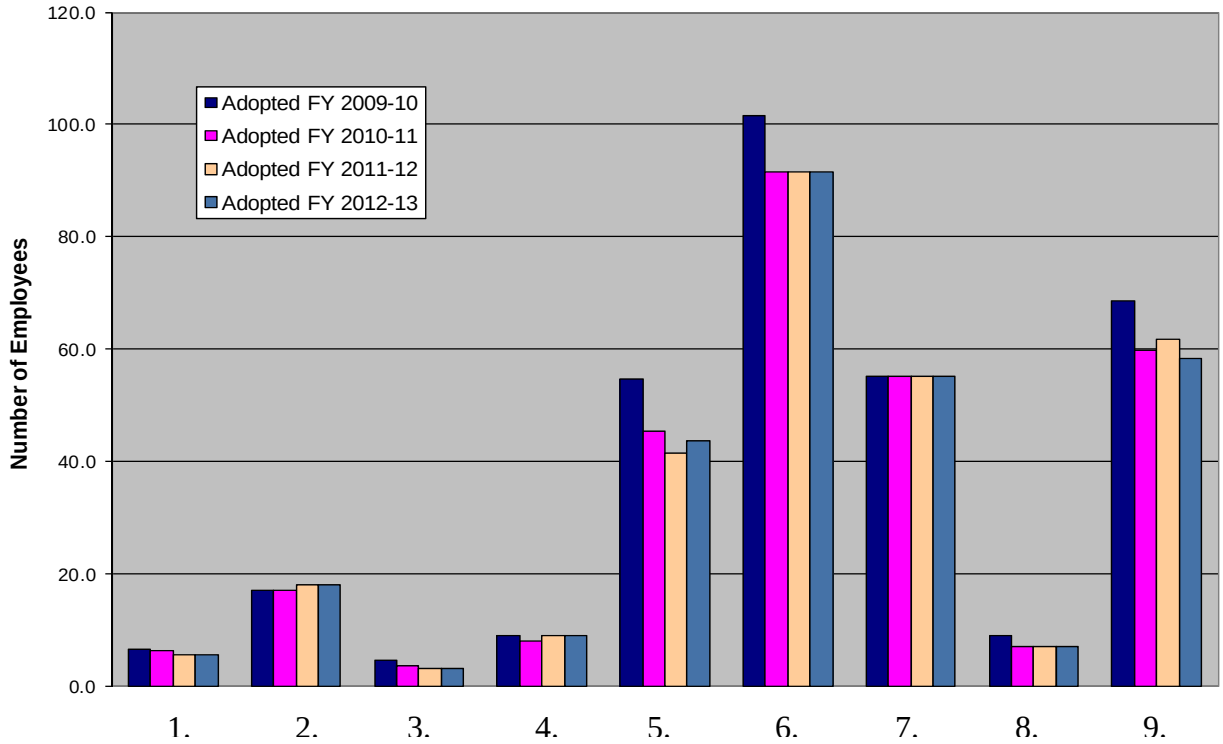
Full-Time Equivalent Positions

Dept. No.	Department/Division	Adopted FY 2008-09	Adopted FY 2009-10	Adopted FY 2010-11	Adopted FY 2011-12	Adopted FY 2012-13	Change From Year 2011-12 to 2012-13
WATER FUND							
7110	Water Distribution	9.73	9.73	8.73	8.73	8.73	-
7120	Water Treatment Plant	19.00	19.85	15.85	16.70	15.40	(1.30)
Total		28.73	29.58	24.58	25.43	24.13	(1.30)
WASTEWATER FUND							
8110	Wastewater Collection	4.73	4.73	4.73	8.73	8.73	-
8120	Wastewater Treatment Plant	26.00	26.15	23.35	20.50	19.40	(1.10)
8140	Treatment Plant Laboratory	7.00	8.00	7.00	7.00	6.00	(1.00)
Total		37.73	38.88	35.08	36.23	34.13	(2.10)
Total (All Funds)		**342.20**	**325.62**	**293.37**	**291.00**	**290.00**	**(1.00)**
ELECTED PART-TIME POSITIONS							
1110	City Council Members	5.00	5.00	5.00	5.00	5.00	-
1710	City Clerk	1.00	1.00	1.00	1.00	1.00	-
1520	City Treasurer	1.00	1.00	1.00	1.00	1.00	-
Total Elected Positions		7.00	7.00	7.00	7.00	7.00	-
		349.20	332.62	300.37	298.00	297.00	(1.00)

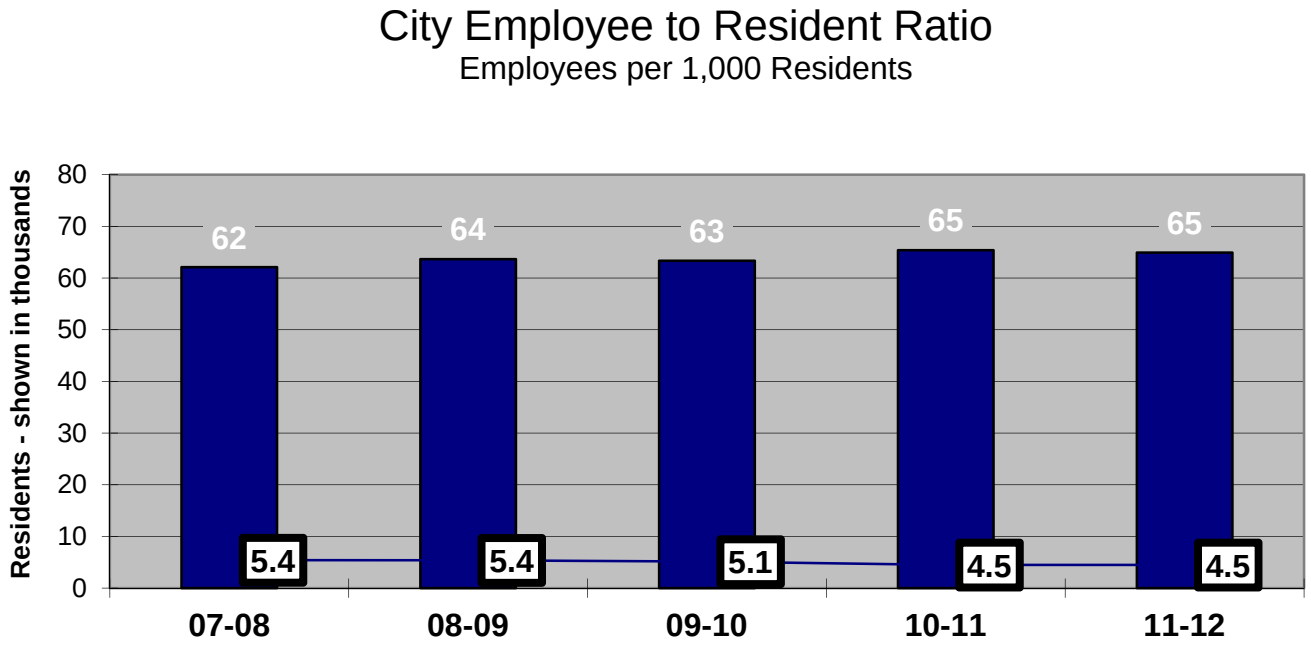
Personnel Changes

Dept. No.	Department/Division	Old Position/Title (If Applicable)	Action	New Position/Title	Change
		FISCAL YEAR 2012-2013			
Legislative/Administrative					
1305	City Manager	Executive Assistant	Delete		(0.50)
1305	City Manager		New	Administrative Clerk III - Limited Term	0.50
1305	City Manager	Administrative Analyst II	Reclass	Assistant to the City Manager	-
Finance/IT					
1510	Finance	Administrative Clerk II	Title Change	Administrative Clerk I/II/III	-
1510	Finance	Administrative Analyst I	Title Change	Administrative Analyst I/II	-
Human Resources					
1720	Human Resources	Administrative Assistant - Limited Term	Reclass	Human Resources Technician I/II - LT	-
Public Works					
1905	Administration		New	Administrative Analyst I	0.30
1930	Engineering	Assistant/Associate/Senior Engineer	Title/Reallocation	Moved from 7120	1.00
1930	Engineering	Assistant/Associate/Senior Engineer	Title/Reallocation	Moved from 8120	1.00
Vehicle Maintenance Fund					
6605	Vehicle Maintenance		New	Administrative Analyst I	0.10
Utilities					
7120	Water Treatment	Engineer - Senior	Title/Reallocation	Moved to 1930	(1.00)
7120	Water Treatment		New	Administrative Analyst I	0.30
7120	Water Treatment	Instrumentation Technician	New		0.50
7120	Water Treatment	Instrumentation Technician	Reallocation	Moved to 8120	(0.10)
7120	Water Treatment	Engineer - Associate Civil	Delete		(1.00)
8120	Wastewater Treatment	Associate Civil Engineer	Title/Reallocation	Moved to 1930	(1.00)
8120	Wastewater Treatment		New	Administrative Analyst I	0.30
8120	Wastewater Treatment	Instrumentation Technician	New		0.50
8120	Wastewater Treatment	Instrumentation Technician	Reallocation	Moved from 7120	0.10
8120	Wastewater Treatment	Plant Maintenance Supervisor	Delete		(1.00)
8140/8130	Laboratory	Lab Manager	Delete		(1.00)
				Total Personnel Changes	**(1.00)**

Department Employee Comparison



1. Administration/Redevelopment
2. Finance/IT
3. Human Resources
4. Community Development
5. Public Works
6. Police
7. Fire
8. Parks and Recreation
9. Utilities



Year	Population	City Employees
07-08	62,083	335.7
08-09	63,647	342.2
09-10	63,338	325.6
10-11	65,372	293.4
11-12	64,925	291.0

Revenues

The Revenues section uses charts and tables to provide an overview of the Adopted FY 2012-13 Annual Budget revenue estimates. This section is organized as follows:

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Top Revenues Sources Chart 79

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History of General Fund – Sales Tax Revenue History 94

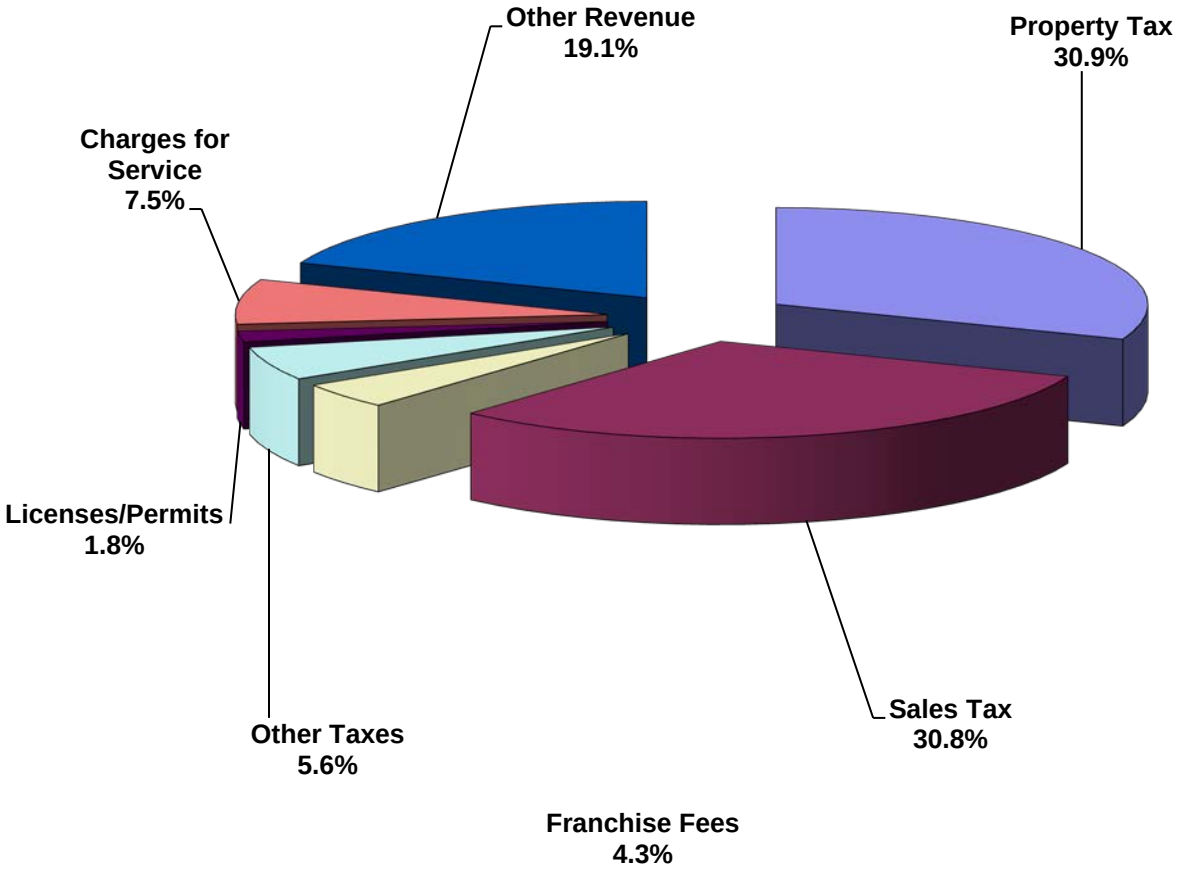
General Fund Revenue By Category

	Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Projected 2011-12	Adopted 2012-13
Taxes	$ 23,972,167	$ 23,302,323	$ 23,041,669	$ 22,363,083	$ 23,142,435	$ 22,789,957
Licenses & Permits	707,527	701,347	695,644	575,000	572,000	570,000
Intergovernmental	1,006,843	1,062,109	685,978	1,129,868	713,199	87,750
Service Fees	3,278,314	2,667,797	2,486,646	2,429,112	2,369,992	2,379,816
Interest & Rentals	74,890	83,062	69,841	74,920	76,400	78,600
Other Revenues	127,801	190,506	108,252	83,100	113,106	82,500
Sub-Total Revenues	29,167,542	28,007,144	27,088,030	26,655,083	26,987,132	25,988,623
Internal Charges & Transfers*	9,476,839	7,262,043	9,314,752	6,129,445	6,131,792	6,055,617
One Time Use of Funds	-	-	1,350,000	-	-	-
Total Revenues & Transfers	**$ 38,644,381**	**$ 35,269,187**	**$ 37,752,782**	**$ 32,784,528**	**$ 33,118,924**	**$ 32,044,240**

*Note: Included in the FY 10/11 Internal Charges & Transfers total is $2,700,000 to prefund the Economic Stabilization Reserve for the three year budget plan deficit financing.

61.7 % of General Fund Revenue Comes From Two Sources

PROPERTY TAX – 30.9%
SALES TAX – 30.8%



General Fund Reserve Summary

FY 2010-11 Actual

	Beginning Balance	Revenues	Expenditures	Ending Balance	Reserve
	$ 3,523,871	$ 33,702,782	$ 33,763,546	$ 3,463,107	10%
*ESR	$ 625,251	$ 4,050,000		$ 4,675,251	
				$ 8,138,358	

*ESR was replenished during FY 10/11 in accordance with the three year deficit funding plan.

FY 2011-12 Projected

Beginning Balance	Revenues	Expenditures	Ending Balance	Reserve
$ 8,138,358	$ 33,118,924	$ 33,977,005	$ 7,280,277	21%

FY 2012-13 Adopted

Beginning Balance	Revenues	Expenditures	Ending Balance	Reserve
$ 7,280,277	$ 32,044,240	$ 34,301,979	$ 5,022,538	15%

General Fund Revenue

	Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Projected 2011-12	Adopted 2012-13
Property Tax-Current	$ 6,434,797	$ 6,182,750	$ 5,871,386	$ 5,657,516	$ 5,600,851	$ 5,389,133
Property Tax-Unsecured	446,924	425,824	407,877	404,937	413,300	298,900
Property Tax-Supplemental	145,344	152,648	70,767	65,000	29,000	30,000
Property Tax-Prior Years	6,573	7,902	937	-	-	-
Property Tax-Interest & Penalties	57,853	43,464	47,104	40,000	40,000	40,000
Property Tax In Lieu/VLF Swap	4,695,429	4,544,754	4,317,564	4,144,861	4,176,502	4,030,324
Sales and Use Tax	6,546,118	6,663,482	6,930,547	6,633,209	7,356,182	7,287,500
Sales Tax - Property Tax in Lieu	2,446,830	2,346,123	2,423,961	2,384,936	2,347,600	2,562,500
Prop 172 - Public Safety Aug.	301,912	268,229	266,625	315,624	314,000	331,600
Franchises	1,431,844	1,357,607	1,351,524	1,355,000	1,400,000	1,370,000
Business Licenses	676,555	669,824	656,515	712,000	740,000	750,000
Real Property Transfer	133,779	109,134	124,932	100,000	100,000	100,000
Hotel/Motel Surcharge	648,209	530,582	571,930	550,000	625,000	600,000
Total Taxes	**23,972,167**	**23,302,323**	**23,041,669**	**22,363,083**	**23,142,435**	**22,789,957**
Construction Permits	597,949	542,514	618,573	500,000	500,000	500,000
GIS Fee	27,483	24,097	18,188	20,000	26,000	25,000
Plan Check Fees	-	-	651	-	-	-
Encroachment Permits	24,023	100,429	28,955	20,000	21,000	20,000
Plan Check/Inspec - Engineering	58,072	34,307	29,277	35,000	25,000	25,000
Total Licenses & Permits	**707,527**	**701,347**	**695,644**	**575,000**	**572,000**	**570,000**
Homeowner Prop Tax Relief	100,541	95,354	93,509	88,842	90,900	87,750
Motor Vehicle License Fees	238,821	209,236	295,509	243,261	32,438	-
Federal Law Enforcement Grant	20,483	153,690	-	48,325	10,941	-
FEMA Assistance to FF Grant	73,003	(120)	-	16,000	-	-
State-Mandated Cost Reimb.	32,340	30,251	21,283	-	21,196	-
OES Engine	1,403	-	-	-	-	-
SAFER Grant	182,849	128,190	63,240	37,996	18,998	-
State COPS Grant	101,327	102,142	(79,907)	287,980	266,045	-
State Local Law Enf Grant	-	196,375	136,657	76,016	46,091	-
State Homeland Security Grant	103,672	88,196	61,818	239,694	168,400	-
State OTS Grant	130,207	58,795	93,869	91,754	58,190	-
State - Other Revenue	22,197	-	-	-	-	-
Total Intergovernmental	**$ 1,006,843**	**$ 1,062,109**	**$ 685,978**	**$ 1,129,868**	**$ 713,199**	**$ 87,750**

General Fund Revenue

	Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Projected 2011-12	Adopted 2012-13
Police - Special Services	$ 251,492	$ 216,928	$ 230,158	$ 225,000	$ 225,000	$ 225,000
Police - False Alarm Fees	43,032	100,903	83,784	90,000	76,000	75,400
Police Restitution	130	-	-	-	-	-
Fire - Permit Fees	55,869	34,538	36,912	35,872	56,500	37,000
Fire - Special Services	3,160	4,115	4,157	2,000	-	-
Fire - Emergency Response	550,415	195,293	73,248	47,500	3,000	47,500
CPR/First Aid	4,857	1,867	2,485	1,500	1,500	1,500
Internship Program	6,855	-	-	-	-	-
Fire Service Contract Revenue	687,758	645,236	608,135	588,424	592,800	571,200
Red-light Camera Revenues	68,556	49,006	52,681	50,000	40,100	-
Park Reservation Fee	10,450	11,084	11,837	12,000	11,000	11,000
Swimming Pool	211,623	167,391	157,768	162,000	162,412	162,000
Recreation Programs	1,224,066	1,059,449	1,053,728	1,049,686	967,321	1,035,487
Zoning Fees	51,429	50,642	37,531	40,000	47,800	40,000
NPDES Solid Waste Fee	75,977	99,281	98,462	100,000	100,000	100,000
Sale of Maps & Publications	17,761	17,619	11,969	10,000	23,000	10,000
Other Current Service Charges	-	249	-	-	48,429	48,429
Police - Mental Health Transport	14,884	14,196	23,791	15,130	15,130	15,300
Total Service Fees	**3,278,314**	**2,667,797**	**2,486,646**	**2,429,112**	**2,369,992**	**2,379,816**
Interest on Investments	15,814	20,637	7,269	10,000	10,000	10,000
Rents and Royalties	3,868	3,700	3,600	7,800	3,600	3,600
Antenna Leases	55,208	58,725	57,922	57,120	58,300	59,600
Madden House Rent	-	-	1,050	-	4,500	5,400
Total Interest/Rents	**74,890**	**83,062**	**69,841**	**74,920**	**76,400**	**78,600**
Sale of Property	5,230	4,822	10,815	10,000	7,500	7,500
Other Revenue	122,571	185,684	97,437	73,100	105,606	75,000
Total Other Revenue	**127,801**	**190,506**	**108,252**	**83,100**	**113,106**	**82,500**
Sub-Total General	**$ 29,167,542**	**$ 28,007,144**	**$ 27,088,030**	**$ 26,655,083**	**$ 26,987,132**	**$ 25,988,623**

General Fund Revenue

	Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Projected 2011-12	Adopted 2012-13
Transfers & Cost Allocations						
Water	$ 1,197,054	$ 1,297,223	$ 1,262,364	$ 1,403,795	$ 1,403,795	$ 1,382,908
Wastewater	1,310,199	1,298,971	1,298,436	1,412,142	1,412,142	1,438,590
Redevelopment Agency	372,085	579,010	502,800	73,392	73,392	51,000
Redevelopment Low-Mod Housing	28,335	41,933	4,035	5,000	5,000	-
Neighborhood Stabilization Program	-	44,909	-	-	-	-
CIP Reimbursement Transfers	938,686	1,006,743	1,044,879	1,041,753	1,041,753	1,231,204
Funding for Gang Unit	250,000	-	-	-	-	-
Miscellaneous Operating Transfers	7,900	107,100	104,860	-	-	-
Landscape Assessment	263,988	260,478	226,014	224,162	226,509	268,670
Total Cost Allocations	**4,368,247**	**4,636,367**	**4,443,388**	**4,160,244**	**4,162,591**	**4,372,372**
Streets & Roads	2,102,592	2,175,676	1,821,360	1,769,201	1,769,201	1,483,245
Traffic Safety	500,000	250,000	200,004	100,000	100,000	150,000
Suspended Traffic Offender	206,000	200,000	150,000	100,000	100,000	50,000
Economic Stabilization Fund	2,300,000	-	2,700,000	-	-	-
Total Interfund Transfer	**5,108,592**	**2,625,676**	**4,871,364**	**1,969,201**	**1,969,201**	**1,683,245**
Vehicle Replacement Fund	-	-	1,350,000	-	-	-
Total One Time Use of Funds for Operating Deficit	**-**	**-**	**1,350,000**	**-**	**-**	**-**
Total Revenue/Transfers	**$ 38,644,381**	**$ 35,269,187**	**$ 37,752,782**	**$ 32,784,528**	**$ 33,118,924**	**$ 32,044,240**

Enterprise Funds

	Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Projected 2011-12	Adopted 2012-13
Water Sales	$ 6,915,002	$ 6,788,911	$ 7,980,717	$ 9,950,000	$ 8,436,244	$ 9,350,000
Hydrants	11,469	4,297	(1,203)	9,000	800	9,000
Water Meters - Labor	26,658	249,338	91,236	15,000	32,000	15,000
Penalties	79,370	72,740	85,666	75,000	65,700	75,000
Tap Machine	18,682	12,023	12,322	10,000	7,018	10,000
Backflow Prevention Fees	-	11,070	14,378	12,000	14,600	12,000
Interest on Investments	160,118	21,350	5,659	125,000	142,600	142,600
Other Revenue	69,576	282,933	105,137	25,000	43,100	25,000
Sale of Property	15,525	-	41,199	10,000	71,050	25,000
Total Water Operating Fund	**7,296,400**	**7,442,662**	**8,335,111**	**10,231,000**	**8,813,112**	**9,663,600**
Water Main Extension Fees	48,207	70,931	24,525	30,000	-	30,000
Water Connection Fees	412,366	426,630	149,896	330,100	146,495	150,000
Water Meters - Materials	15,284	40,343	12,993	10,000	9,650	10,000
Interest on Investments	261,034	92,111	19,275	105,000	150,000	150,000
HWS Surcharge - Region 1	-	-	90,222	150,000	151,300	150,000
HWS Surcharge - Region 2/3	-	-	294,233	480,000	502,240	500,000
Total Water Capital Fund	**736,891**	**630,015**	**591,144**	**1,105,100**	**959,685**	**990,000**
Water Sales	1,022,088	941,161	-	-	-	-
Groundwater Capital Expansion	9,900	4,400	-	-	-	-
Penalties	140	-	-	-	-	-
Interest on Investments	-	-	-	-	-	-
Other Revenue	5,315	-	-	-	-	-
Total Groundwater Operating	**1,037,443**	**945,561**	**-**	**-**	**-**	**-**
Sub-total Water Funds	**9,070,734**	**9,018,238**	**8,926,255**	**11,336,100**	**9,772,797**	**10,653,600**
Wastewater Service Charges	7,288,513	7,340,847	7,497,838	7,732,000	7,692,100	8,378,100
Sunsweet-Operation & Maint.	799,944	1,097,442	977,057	1,070,000	1,049,000	1,122,700
Sunsweet-Capital Charges	32,362	35,304	32,362	35,300	35,300	35,000
Sunsweet-Debt Service	10,622	7,680	7,040	7,700	7,680	8,000
Septage Charges	212,828	224,051	212,387	205,000	226,300	225,000
Wastewater Lab Testing Fees	128,223	112,595	247,592	200,000	161,000	160,000
Pretreatment Permits	4,370	5,744	5,494	5,200	1,300	1,500
Stonegate Service Charges	42,862	49,835	45,449	45,000	45,200	45,000
River Highlands Revenue	8,975	42,810	155,783	150,000	43,300	-
Interest on Investments	142,054	77,128	108,929	75,000	121,000	121,000
Lease Payments	30,000	30,000	30,000	30,000	30,000	30,000
Transfer From Other Funds	245,000	245,000	245,000	245,000	245,000	245,000
Other Revenue	20,060	599,152	66,761	2,500	45,400	24,500
Total Wastewater Operating	**8,965,813**	**9,867,588**	**9,631,692**	**9,802,700**	**9,702,580**	**10,395,800**
Wastewater Main Extension Fees	11,441	27,676	40,907	25,000	22,500	25,000
Wastewater Connection Fees	426,632	300,257	218,650	250,000	260,000	250,000
Special Connection Fee	54,233	9,079	5,042	5,000	1,400	5,000
Interest on Investments	298,675	135,133	150,359	122,000	130,000	130,000
Total Wastewater Capital Fund	**790,981**	**472,145**	**414,958**	**402,000**	**413,900**	**410,000**
Sub-total Wastewater Funds	**9,756,794**	**10,339,733**	**10,046,650**	**10,204,700**	**10,116,480**	**10,805,800**
Total Enterprise Revenue	**$ 18,827,528**	**$ 19,357,971**	**$ 18,972,905**	**$ 21,540,800**	**$ 19,889,277**	**$ 21,459,400**

Special Revenue Funds

	Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Projected 2011-12	Adopted 2012-13
State Gasoline Tax-2103	$ -	$ -	$ 619,222	$ 724,331	$ 689,363	$ 709,590
State Gasoline Tax-2105	340,063	347,865	335,476	344,672	319,378	315,973
State Gasoline Tax-2106	219,239	222,768	207,338	214,613	218,478	216,137
State Gasoline Tax-2107	452,604	463,641	448,050	458,687	453,104	453,465
State Gasoline Tax-2107.5	7,500	7,500	7,500	7,500	7,500	7,500
LTF/TDA Revenues	355,666	175,839	2,787,330	1,118,509	1,345,087	1,464,744
Other Revenues	1,459,486	4,735,512	790,099	1,901,924	403,300	225,000
Interest on Investments	111,886	59,359	11,321	45,800	48,800	55,300
Total Streets/Roads	**2,946,444**	**6,012,484**	**5,206,336**	**4,816,036**	**3,485,010**	**3,447,709**
Vehicle Code Fines	430,523	320,270	274,234	275,000	269,516	215,000
Parking Citations	26,373	27,573	32,732	32,000	35,053	35,000
DUI Fines	3,042	2,014	890	1,000	-	-
Interest on Investments	5,166	1,824	783	1,000	1,000	3,150
Total Traffic Safety	**465,104**	**351,681**	**308,639**	**309,000**	**305,569**	**253,150**
Suspended Traffic Offender	148,906	92,018	123,420	105,000	594,000	64,000
Interest on Investments	8,914	4,900	2,293	2,000	2,000	1,500
Total STOP	**157,820**	**96,918**	**125,713**	**107,000**	**596,000**	**65,500**
Special Assessments	824,864	480,826	360,948	542,827	539,856	412,102
Interest on Investments	41,475	32,317	22,544	20,615	45,854	47,156
Total Landscape Assessments	**866,339**	**513,143**	**383,492**	**563,442**	**585,710**	**459,258**
Special Assessments	93,103	49,806	82,558	116,000	116,000	120,068
Interest on Investments	5,343	2,963	1,148	1,131	2,583	2,652
Total Residential Street Lighting	**98,446**	**52,769**	**83,706**	**117,131**	**118,583**	**122,720**
Impact Fees	764,686	391,692	353,439	550,000	152,200	250,000
Interest on Investments	764,993	479,156	354,773	374,000	374,000	315,000
Other Revenue	-	711,763	71,430	-	-	-
Total Development Impact Fee	**1,529,679**	**1,582,611**	**779,642**	**924,000**	**526,200**	**565,000**
Impact Fees	20,597	2,052	8,606	6,200	4,629	5,000
Interest on Investments	2,273	2,100	1,675	1,000	1,900	100
Total Fire Mitigation Impact Fee	**22,870**	**4,152**	**10,281**	**7,200**	**6,529**	**5,100**
Block Grant	780,661	694,624	666,719	511,638	500,000	504,678
Program Income	12,161	11,148	12,169	12,000	12,000	12,000
Interest on Investments	-	-	-	-	-	-
Other Revenue	-	-	-	-	-	-
Total CDBG Fund	**792,822**	**705,772**	**678,888**	**523,638**	**512,000**	**516,678**
Program Income	45,114	79,767	24,113	20,000	6,253	10,000
Interest on Investments	(20,636)	1,881	-	-	-	-
Other Income	8,521	-	-	-	-	-
Total CDBG Housing RLF Fund	**32,999**	**81,648**	**24,113**	**20,000**	**6,253**	**10,000**
HOME Program	570,957	58,033	200,903	860,000	394,909	130,000
Program Income	12,960	20,549	31,814	32,000	21,600	22,000
Interest on Investments	(4,477)	2,040	1,133	-	-	-
Other Income	4,100	-	-	-	-	-
Total HOME Fund	**583,540**	**80,622**	**233,850**	**892,000**	**416,509**	**152,000**

	Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Projected 2011-12	Adopted 2012-13
Property Tax-Secured	$ 709,192	$ 672,593	$ 667,277	$ 699,496	$ 331,284	$ -
Property Tax-Unsecured	45,736	47,268	45,325	48,012	38,914	-
Property Tax-Supplemental	6,832	3,841	6,820	5,407	-	-
Property Tax-Interest & Penalties	4,231	3,826	3,434	3,173	325	-
Property Tax-Prior Years	593	683	36	-	-	-
Homeowners Prop Tax Relief	10,015	10,056	10,344	10,534	4,725	-
Interest on Investments	169,905	92,072	53,289	53,300	-	-
Other Revenue	-	-	-	-	2,516	-
Total Low/Mod Fund	**946,504**	**830,339**	**786,525**	**819,922**	**377,764**	**-**
Property Tax-Secured	2,716,215	2,562,279	2,531,215	2,609,919	1,325,138	-
Property Tax-Unsecured	182,943	189,071	181,300	192,049	155,655	-
Property Tax-Supplemental	27,326	15,364	27,279	21,630	-	-
Property Tax-Interest & Penalties	16,923	15,302	13,736	12,744	-	-
Property Tax-Prior Years	2,370	2,730	145	-	-	-
Homeowners Prop Tax Relief	40,059	40,224	41,378	42,135	18,899	-
PILOT	127,185	140,478	138,613	146,000	-	-
Interest on Investments	126,506	63,497	116,128	111,700	7,985	-
Sale of Property	-	1	-	-	-	-
Other Revenue	70,087	18,861	(29,570)	-	-	-
Bond Proceeds	-	-	-	-	-	-
Interfund Transfer	-	5,342,000	-	-	-	-
Total RDA Operating Fund	**3,309,614**	**8,389,807**	**3,020,224**	**3,136,177**	**1,507,677**	**-**
Property Tax	-	-	-	-	1,727,132	3,579,653
PILOT	-	-	-	-	-	149,000
Homeowners Prop Tax Relief					23,623	-
Interest on Investments	-	-	-	-	16,953	32,048
Total RDA Successor Agency	**-**	**-**	**-**	**-**	**1,767,708**	**3,760,701**
Total Special Revenues	**$ 11,752,181**	**$ 18,701,946**	**$ 11,641,409**	**$ 12,235,546**	**$ 10,211,512**	**$ 9,357,816**

Other Fund Revenues

	Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Projected 2011-12	Adopted 2012-13
Vehicle Replacement Fee	$ 14,400	$ 913,607	$ 901,420	$ 644,572	$ 644,572	$ 1,001,345
Sale of Property	28,656	5,778	15,640	20,000	7,870	20,000
Interest on Investments	251,341	185,459	155,891	159,000	159,000	146,066
Other Current Service Charges	14,404	12,075	11,129	13,000	9,827	13,000
Total Vehicle Replacement	**308,801**	**1,116,919**	**1,084,080**	**836,572**	**821,269**	**1,180,411**
Vehicle Maintenance Fee	916,134	907,550	763,576	860,266	640,166	592,947
Interest on Investments	11,209	10,765	10,227	8,775	8,775	7,523
Other Revenue	6,962	2,058	1,978	-	108	-
Total Vehicle Maintenance	**934,305**	**920,373**	**775,781**	**869,041**	**649,049**	**600,470**
Health - Employer Contrib.	2,721,403	2,637,479	2,684,742	3,139,059	2,685,149	3,042,246
Unemployment Insurance	112,961	96,001	102,618	79,236	79,236	101,037
Interest on Investments	3,465	3,432	3,573	7,705	7,705	6,525
Other	407	-	18,901	-	-	
Total Employee Benefits	**2,838,236**	**2,736,912**	**2,809,834**	**3,226,000**	**2,772,090**	**3,149,808**
Dental/Vision	499,355	567,572	540,001	510,367	508,924	548,700
Interest on Investments	1,582	2,651	2,917	2,926	2,926	4,189
Other Revenue	13,952	-	-	-	-	-
Total Dental/Vision	**514,889**	**570,223**	**542,918**	**513,293**	**511,850**	**552,889**
Disability	16,266	14,905	13,983	14,500	13,460	15,200
Interest on Investments	5,548	3,770	2,443	2,513	2,513	1,058
Total Disability	**21,814**	**18,675**	**16,426**	**17,013**	**15,973**	**16,258**
Contributions	500,000	597,000	575,000	400,000	400,000	442,000
Interest on Investments	9,434	5,306	5,175	5,000	5,000	11,700
Other Revenue	1,009	8,607	49,346	-	-	-
Total General Liability	**510,443**	**610,913**	**629,521**	**405,000**	**405,000**	**453,700**
Worker Compensation	583,604	804,155	634,419	637,378	653,880	354,046
Interest on Investments	21,229	16,035	16,452	20,000	20,000	31,000
Other	11,765	-	511,539	-	13,000	-
Total Worker Compensation	**616,598**	**820,190**	**1,162,410**	**657,378**	**686,880**	**385,046**
Technology Replacement Fee	583,657	546,398	453,735	446,503	446,503	356,866
Interest on Investments	78,592	60,467	49,792	49,594	49,594	56,000
Other Revenues	34,287	37,872	34,892	37,008	37,008	25,000
Total Technology Replacement	**696,536**	**644,737**	**538,419**	**533,105**	**533,105**	**437,866**
Total Internal Service	**6,441,622**	**7,438,942**	**7,559,389**	**7,057,402**	**6,395,216**	**6,776,448**
Grand Total Revenues	**$ 75,665,712**	**$ 80,768,046**	**$ 75,926,485**	**$ 73,618,276**	**$ 69,614,929**	**$ 69,637,904**

Revenue Highlights

This section of the budget describes the resources that are available to support the proposed operating and capital budget. Yuba City will receive revenues in the form of taxes, fees, and other revenue sources to support its operational and capital expenses during fiscal year 2012-13. This narrative focuses on the comparisons between year-end revenue projections and the budget year projections. The following is a brief explanation of these revenue sources.

Sales & Use Taxes

Sales & Use Taxes are imposed on retailers who sell goods within the State or on users in the State of California for property purchased outside of the State. The tax is based on the sales price of any taxable transaction of tangible personal property.

After implementation of the "triple flip," Yuba City receives its sales tax revenues from two separate sources, the State Board of Equalization and Sutter County. Three quarters of one percent of the sales and use taxes collected by the State Board of Equalization (SBOE) are allocated back to Yuba City for general purposes. One quarter of one percent is allocated back to Yuba City based on an estimate provided by the State Controller's Office to Sutter County per the provisions of the State's "triple flip" allocation.

The City tracks revenues received from the County and the State separately. In accordance with the California Committee on Municipal Accounting (CCMA) White Paper, the City adopted the 7 ½ month accrual process for sales tax revenue recognition. Therefore, the City's projected sales tax revenues are based upon taxable sales generated during the fiscal year.

Sales tax revenue is projected to increase by $150,000 or approximately 1.5% in FY 2012-13 based on retail sales growth experienced in the first three quarters of the 2011-12 fiscal year both in the local region and throughout the State. The growth in sales tax revenues is partially offset by $3,782 due to an increase in the anticipated payment to Sutter County under the terms of the master tax exchange agreement.

The local region has shown an increase in retail sales averaging 6.275% over the past four quarters similar to that being experienced throughout the State of California. This increase in sales is too optimistic to forecast into the future; hence the minimized expectations of a 1.5% increase in sales tax revenues for FY 2012-13.

Another component of the California Sales Tax is the one-half percent collected under Proposition 172 (Local Public Safety Augmentation Fund). Proposition 172 was first created in 1993 to provide additional funding for public safety services. Proposition 172 revenues are projected to increase 5.6% or $17,600 for FY 2012-13.

Property Taxes

Property taxes are imposed on real property (land and permanently attached improvements, such as buildings) and tangible personal property (movable property) located within the City. The tax is imposed at a rate of one percent of the property's assessed value. Property taxes are projected using the following factors:

- The City's historical property tax revenue trends.
- Recent and projected housing and commercial construction.
- County assessed values for properties in the City.
- A decrease in the average sales price of existing homes in the region, thereby resulting in a lower new assessed value.
- Known County adjustments to the assessed values from appeals and reassessment adjustments.
- Annexations to the City.

Secured Property tax revenue in the General Fund is projected to decrease by $211,718 or 3.8% less than the current year-end projection.

The decline in property taxes is attributable to declines in assessed valuations due to declining values in the real estate market and requests for Proposition 8 reassessments downward. Supplemental property taxes are expected to increase by $1,000 compared to anticipated revenues for FY 2011-12.

Gas Tax & Local Transportation Fund

The State Gas Tax is derived from State of California taxes on gasoline purchases and is allocated to various governmental units based on prescribed methods. These funds are restricted to the construction, improvement and maintenance of public streets and related expenditures. When projecting Gas Tax revenue, past revenues received along with estimates provided by the League of California Cities Policy Analyst's website are used. Revenue is estimated to increase $14,842 or 0.9% more than current year-end projections.

The Transportation Development Act (TDA) provides funding from the Local Transportation Fund (LTF) for the purpose of transportation and streets and roads projects. Funding is derived from the one-quarter cent sales tax collected in each county. The funds are then apportioned on a per capita basis to the jurisdictions within the county. Once all transportation needs have been met, the remaining funds can be used for streets and roads projects (as is the case for Yuba City). LTF revenues are projected to increase by $119,657, or 8.9% for FY 2012-13.

Hotel/Motel Surcharge

Visitors to Yuba City who stay in the City's hotels, motels, and inns for a period of less than thirty days pay the Hotel/Motel Surcharge. Currently, the tax rate for the Hotel/Motel Surcharge is 10% of the price of the room. The revenue projection for the Hotel/Motel Surcharge was more than budgeted by $75,000 in FY 2011-12 due to installment payments received on delinquencies which were previously deemed doubtful in collectability. The receipt of a monthly remittance instead of quarterly, along with implementation of a payment plan on the past due amounts has caused a spike in revenues during FY 2011-12 which is not expected to continue into FY 2012-13. Revenues for FY 2012-13 are expected to decrease by approximately $25,000 compared to FY 2011-12.

Business License Taxes

Business license taxes are charged to all businesses that are located within the City limits and/or conduct business within the City. Taxes are determined by a percentage of the business' gross receipts. Revenues are estimated to increase by $10,000 or 1.4% over the current year-end projection.

Motor Vehicle License Taxes (Vehicle License Fees)

The fee is termed an "in-lieu" fee because it is imposed instead of a local property tax on the ownership of a vehicle. Previously cities such as Yuba City received a portion of the fees collected based on the City's population. This revenue source was eliminated by the State of California in FY 2011-12. The City received between $210,000 and $300,000 per year previously. These funds are budgeted at zero for FY 2012-13 and going forward.

The Vehicle License Fees (VLF) were divided into two categories, those received directly from the State based upon the historical in lieu amounts (now eliminated and no longer a revenue source) and those received from Sutter County twice per year based upon the provisions of the State Controller's Office. Beginning in 2005-06, the VLF in-lieu payments change based upon increases in the assessed values. On that basis, the amounts received from Sutter County are classified as "Property Tax in Lieu/VLF Swap" as part of "Tax Revenues".

Allocations received from Sutter County are projected to decrease by $146,178 or 3.5% based upon expected declines in local assessed values for property tax purposes.

Franchise Fees

Franchise Fees are collected from utility companies and other businesses within the City for the use of public rights-of-way. Currently, the City collects from four companies: Pacific Gas and Electric (PG & E), Recology Yuba-Sutter, Comcast Cable and AT&T. PG & E is charged the higher of either 2.0% of the gross receipts attributable to miles of line within the City (Broughton Act Computation) or 0.5% of the gross receipts collected within the City (1937 Act Computation). Recology Yuba-Sutter is charged at a rate of 5% of gross receipts. Comcast Cable is charged at 5% of gross annual revenues. Franchise Fee revenues are projected based on how well the local economy is doing, population estimates, demand for services, and other related information. Franchise Fee revenues are projected to decrease by $30,000 or 2.1% compared to the current year-end projection. The City received one-time funds of approximately $35,000 in FY 2011-12 due to prior year underpayments from PG & E.

Licenses and Permit Fees

Licenses and permit fees include building permit fees, plan check fees, and other smaller miscellaneous fees. Projections for these revenues are based on the recent and projected building activity, status of the local economy, past revenues received, population estimates, land resources, and other pertinent information. Licenses and permit fees are projected to decline by $2,000 compared to current year-end projections.

User Fees/User Charges

User fees/charges are payments in exchange for specific public services consumed. Examples of user fees are recreation fees and water and wastewater charges. Revenue projections for user fees/charges are based on the City's history of both revenue generation and consumption, recent and projected building activity, the status of the local economy, and other pertinent information. Revenues from this category are projected to increase by $1,391,219 or 6.1% compared to budgeted revenues for FY 2011-12. The increase is entirely attributable to increases within the City's water and wastewater enterprise funds.

Development Impact Fee revenues are projected to decrease by $300,000 based upon building permits under construction that are projected to be completed during FY 2012-13. The City's utilities connection fees are projected to decrease by $160,100 (16.0%) in the water utility and remain flat in the wastewater utility. Overall, Water utility operating revenues are expected to increase by $1,215,000 or 14.6% and Wastewater operating revenues are expected to increase by $911,600 or 10.0%. The increases in utility operating revenues are related to the increases in rates approved last year in the water and wastewater rate studies in addition to the new surcharge approved for conversion of the groundwater systems to surface water in regions 1 and 2/3.

Other Revenue Sources

Cost Allocation Charges - General Fund. These are charges derived from allocating the General Fund's administrative and support service costs to specific non-General Fund Departments. For example, the Water and Wastewater funds pay a charge for the services rendered from the Finance, Human Resources, Administration, Information Technology and the Public Works Departments on their behalf. The charges include allocation of a percentage of each position's salary and benefits, and a percentage of the supplies and services provided. During FY 2011-12 the City updated both its citywide cost allocation plan and its Public Works cost allocation plan to evaluate the true cost of services provided by service departments to other City departments. The projected FY 2012-13 user charges have been adjusted to reflect the findings of the cost allocation plan study.

Compared to the FY 2011-12 projected, the FY 2012-13 cost allocation charges will increase by $209,781 or 5.0%. The increase in cost allocation charges is the result of reclassifying

two staff positions that were previously funded through the water and wastewater funds to the general fund Public Works department. These two personnel are then allocated to various capital improvement projects that they are working on, thereby increasing the cost allocation reimbursement charges.

The City evaluates the full cost of services provided as shown in the City's updated Cost Allocation Plans. All City staff will monitor time spent on development related activities, capital improvement projects, successor redevelopment agency activities and landscape maintenance district activities to reimburse the General Fund for the fully burdened cost of services provided.

Cost Allocation Charges - General Liability Fund. These charges have two criteria that are used for development:

1. Claims loss history (over a 5-year period).

2. Exposure based on payroll costs. Once these charges are developed, they are spread among all the departments in order to cover the FY 2012-13 General Liability and property insurance payments.

The total amount allocated for General Liability increased by $42,000 or 10.5% over FY 2011-12. The increase was caused by increases in both the required general liability deposit and an increase in the property insurance premium over the previous year. The City has continued to offset a large share of the general liability deposit with refunds from the self-insurance fund from dividends for maintaining positive fund balance. These dividend refunds are passed along to the City's departments through reduced user charges. Rates to City departments were stabilized, and are anticipated to remain flat for the next several years.

Cost Allocation Charges - Vehicle Maintenance/Replacement Fund. For the Vehicle Maintenance Fund, projected charges are developed using departments' historical vehicle maintenance costs (parts & labor). For the Vehicle Replacement Fund, replacement costs for the City's current vehicle fleet are allocated to the applicable departments by dividing the current replacement costs for the vehicle(s) by the vehicle's remaining useful life. Both the Vehicle Maintenance and Replacement Fund record an expenditure in the appropriate department's budget with corresponding revenue being recorded in the Vehicle Maintenance/Replacement Fund. Both the Vehicle Maintenance and Replacement Fund charges have decreased as the size of the City's fleet has declined due to budget reductions and the number of full-time equivalent employees. The total combined decrease compared to the previous year was $68,444 or 5.4%.

Cost Allocation Charges - Technology Internal Service Fund. These charges are developed under the criteria of replacing computers once every five years with a like kind and quality computer. Support and replacement of the computer network (e.g., software licenses, servers, routers, etc.) is included within the cost base. Charges are allocated directly to the user department. User charges are recorded as revenue in the Technology Internal Service Fund.

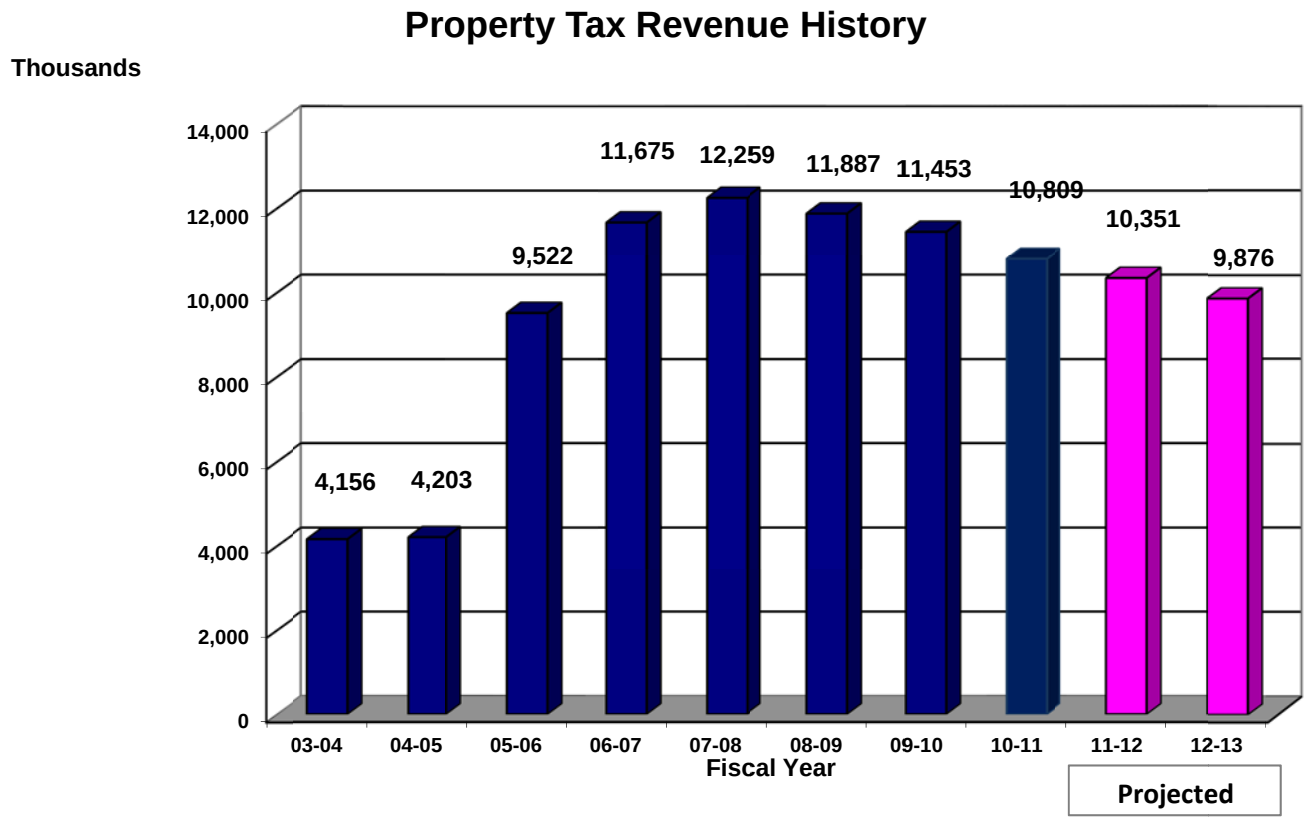
Contributions from Other Funds

Each year revenues are contributed to funds to offset staffing, equipment, and CIP projects. For example, a portion of Gas Tax revenues are transferred to the General Fund to offset the cost of engineering and other support personnel for road construction projects. Also, funds are transferred from the following funds to provide funding for the City's CIP projects: General Fund, Streets & Roads Fund, Impact Fee Fund, Water and Wastewater Fund, and the Community Development Block Grant Fund (CDBG).

Interest Income

The City earns interest income by investing its idle cash. The City's goal is to achieve a competitive rate of return of its idle funds while protecting the safety of those funds. Idle funds are invested within the parameters stated in the City's Investment Policy, as approved by the City Council. Interest income is conservatively projected based on idle cash balances

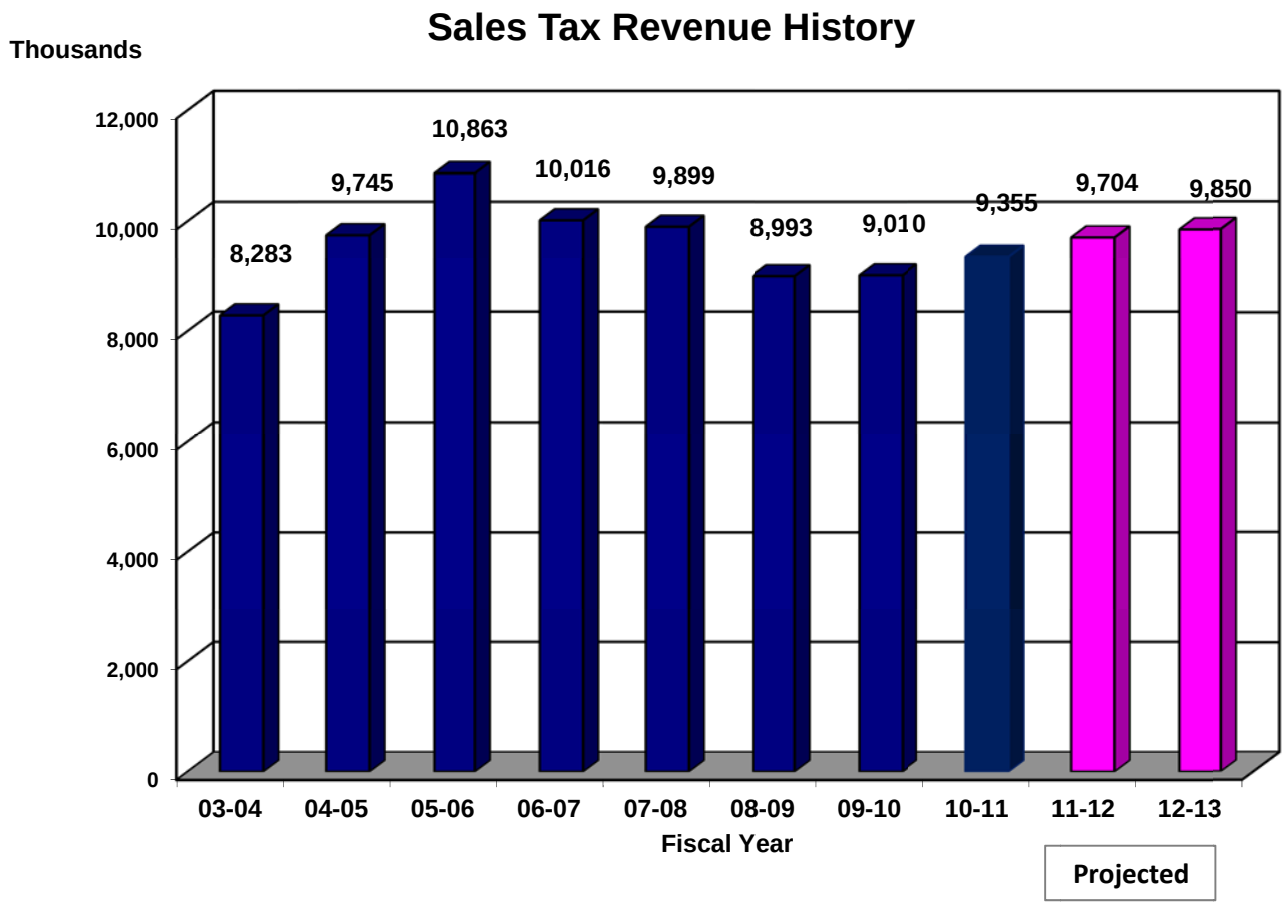
throughout the year and the market rate of interest. It is anticipated that interest earnings in FY 2012-13 will generally be flat because investment returns are already at a very low level.



Property tax is imposed on real and tangible property located within the City. By definition, this tax is based on property value rather than on a fixed amount or benefit. Property values are assessed at full cash value (indexed from 1975-76 dollars using the Consumer Price Index (CPI), not to exceed 2% per year). The Sutter County Assessor determines the value of the property. The exception is public utility property, which is assessed by the State Board of Equalization. Article XIII, Section 1(a) of the California Constitution (commonly known as *Proposition 13*) limits the real property base tax rate to 1% of the assessed property value (subject to annual growth limitations of 2%) and prohibits the enactment of additional taxes to the sale of real property.

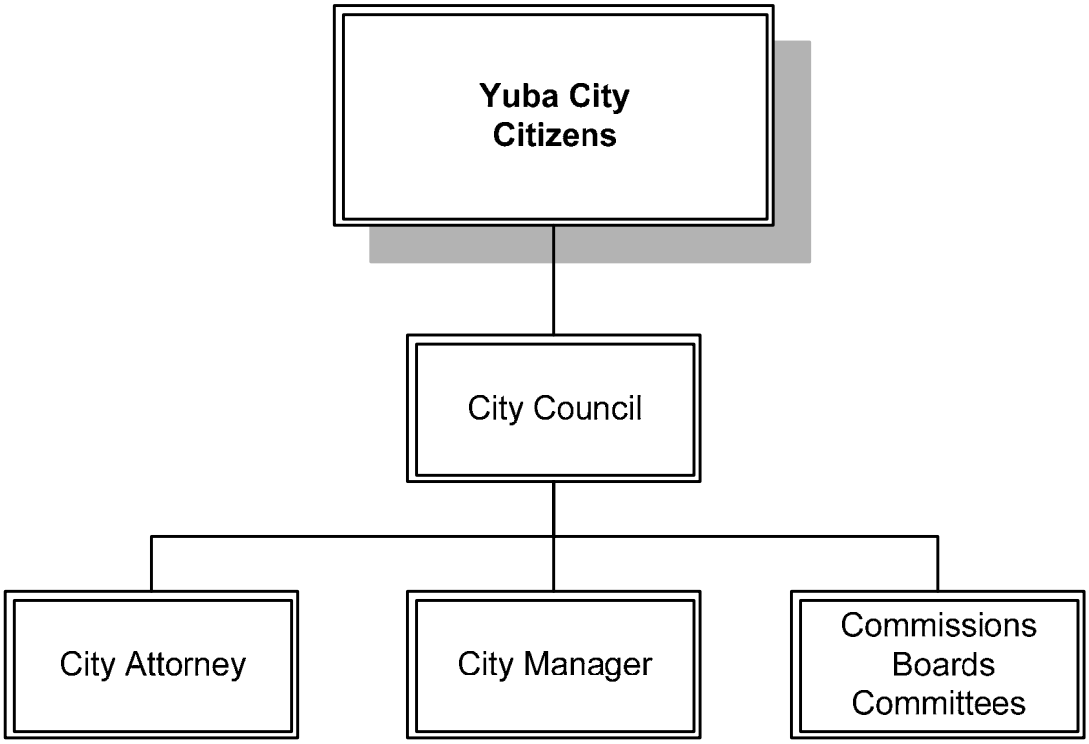
In FY 05-06, the City began receiving property tax in-lieu of vehicle license fees revenue. The State of California reduced a large portion of vehicle license fees and directed supplemental in-lieu of funds to cities and counties to keep local revenues whole. Adding this revenue to the above graph distorts the historical trend data, however, future VLF revenue will be tied to property tax revenue received from Sutter County.

Property tax is one of the City's two largest General Fund revenue sources. For FY 2012-13, property tax is projected to be $9,876,107 or 30.8% of the total General Fund financing sources.



In accordance with the California Revenue and Taxation Code and the Bradley-Burns Uniform Local Sales and Use Tax Law of 1955, the State imposes a 7.25% sales and use tax on taxable sales in the City. The City receives 1% of the sales tax and the other 7.25% tax goes to the State and other local governments. As of July 1, 2004 the local government portion of the statewide rate decreased by .025% and the State portion increased by .025%. In turn, the State "backfilled" the decrease in the local government portion with a commensurate amount of property tax revenues. The net effect is that the City continues to receive 1% of the sales tax, as before. The chart above combines both components of sales tax (the 0.75% local share and the property tax in lieu of sales tax backfill) in order to capture 10 years of trend data.

Sales tax is the one of the City's two largest General Fund revenue sources. For FY 2012-13, sales tax is projected to be $9,850,000 or 30.7% of the total General Fund financing sources.


Yuba City
Citizens
City Council
City Attorney
City Manager
Commissions
Boards
Committees

BUDGET SUMMARY

	Actual Expenditures 2009-10	Actual Expenditures 2010-11	Adopted/Amended Budget 2011-12	Adopted Budget 2012-13	Change From Year 2011-12 2012-13	% Change
Full Time Equivalent Positions	0.0	0.0	0.0	0.0	0.0	0.0%
Salaries & Benefits	$ 100,896	$ 109,725	$ 113,602	$ 118,933	$ 5,331	4.7%
Supplies & Services	8,116	6,542	7,601	8,018	417	5.5%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions to Other Funds	-	-	-	-	-	0.0%
Total	**$ 109,011**	**$ 116,267**	**$ 121,203**	**$ 126,951**	**$ 5,748**	**4.7%**
Financing Sources						
General Fund	109,011	116,267	121,203	126,951		

PERSONNEL SUMMARY

	Adopted Budget 2010-11	Adopted Budget 2011-12	Adopted Budget 2012-13
Mayor	1	1	1
Mayor Pro Tem	1	1	1
Council Member	3	3	3
Total	**5**	**5**	**5**

Note: These are part-time elected positions

MISSION STATEMENT

To anticipate and provide for the needs of the community through quality service, innovation and leadership, now and in the future.

SERVICE DESCRIPTION

Serve as the citizens' representatives who are authorized to formulate policies and provide direction on the legislative process. Provide direction on policies and funding priorities. Also, acts as the Redevelopment Agency Board and as external committee representatives for Yuba City.

STRATEGIC ISSUES

1. Planning for the City's future through General Plan implementation and zoning updates. Ensure that specific plans and annexations follow the adopted growth policies, thereby making Yuba City a desirable place to live and work.

2. Investing in a fiscally responsible infrastructure program which includes: transportation, bridges, road widening, interchanges, sewer and water, levee improvements and storm drains, which are critical to the long-term economic health and livability of Yuba City.

3. Having a strong economic policy to provide for the redevelopment of the downtown as a strong commercial hub for the region, provide for future job centers and increase employment for our residents, and facilitate a jobs/housing balance for our community.

4. Committing the necessary resources to ensure a safe living environment for the community.

5. Maintain high ethical standards and good moral judgment regarding the actions of the City Council.

FY 2011-2012 ACCOMPLISHMENTS

- Worked to ensure that Public Safety continues to be the Number One priority of the Council by ensuring that resources and services remain as high as possible during the economic downturn.

- Continued to participate in the Sutter Butte Flood Control Agency Joint Powers Authority to ensure that flood protection for the citizens of Yuba City remains the highest priority.

- Advanced the implementation of the Economic Development Strategic Workplan to grow opportunities for well-paying jobs, create a positive and inspiring self-image, and enhance the quality of life through collaborative and integrated actions.

- Worked to ensure retention of local revenues and avoid State takeaways.

- Established the Sutter Animal Services Authority (SASA) JPA with Sutter County and the City of Live Oak, for the continuation and orderly transition of Animal Control Services in Sutter County.

- Appointed two City Council members to evaluate signage "issues" that have become noteworthy topics of discussion in the community. A ten-member advisory panel was established consisting of community and businesses owners to assist the Ad-Hoc Committee with the task of evaluating the City's Sign Ordinance.

- Dissolved the Redevelopment Agency of the City of Yuba City as of February 1, 2012 in accordance with the provisions of AB 1X26 and established the Successor Agency of the Yuba City Redevelopment Agency and began the "winding down" process of redevelopment.

- Approved the new Solid Waste Franchise Agreement with Recology Yuba-Sutter. The Agreement has an initial eight-year term expiring on September 30, 2019 and includes three optional four year extensions.

- Successfully completed a Proposition 218 process to ensure funding for water and sewer for the next five years. The rate adjustments were based upon the estimated cost to keep up with on-going operation and maintenance expenses, provide adequate debt service coverage for existing loans, fund capitalization at a modest level to rehabilitate or replace deteriorating infrastructure, and provide adequate debt service coverage.

- Adopted an Interim Urgency Ordinance enacting development standards/restrictions for medical marijuana cultivation within the City limits.

- Adopted an Ordinance implementing a 2-tiered retirement system for new employees effective July 1, 2012. The savings from these changes will take several years to materialize as attrition shifts employees from one retirement tier to another.

FY 2012 - 2013 INITIATIVES

- Continue to monitor the City's financial health and ensure that Public Safety and other City services are maintained at a high level for the citizens of Yuba City.
- Continue to be committed to maintaining a system of transparency, public engagement, and collaboration, thus ensuring the public's trust.
- Continue to work closely with the Sutter Butte Flood Control Agency to prioritize flood protection for the citizens of Yuba City.
- Continue to advance the City's Economic Development Strategic Workplan to grow opportunities for well-paying jobs, create a positive and inspiring image and enhance the quality of life through collaborative and integrated actions.
- Continue to coordinate with Sutter County on regional planning and environmental issues including the formation of a regional Habitat Conservation Plan; Urban/Rural Edge Grant; and, the County's General Plan Update (and associated Sphere of Influence expansion).
- Continue to advance the replacement of the 5th Street Bridge.
- Advance capacity of Highway 99 and Highway 20 through Yuba City.
- Assure Yuba City's continued supply of quality surface water.
- Forward implementation the Feather River Parkway project and secure additional grant funding.
- Develop active open spaces for recreation through current detention ponds and other projects.
- Forward a long-range infrastructure strategic plan.

- Advance the construction of Raw Water Intake and Low Lift Pump Station Modifications which includes the installation of a fish screen.

- Advance long-term energy and maintenance savings by upgrading the City's streetlights through the use of LED Technology.

- Work cooperatively with the Sutter Animal Services Authority for the finance, design and construction of a new Animal Control Facility. The construction of the facility is expected to be completed in the spring of 2013.

- Advance the construction the Western Parkway/State Route 20 Intersection Improvement Project.

- Consider an amendment to the City's Sign Ordinance after recommendations are received from the Ad-Hoc Committee and advisory panel.

- Advance the evaluation of privatization, reorganization, and consolidation of City services in response to continued projected decreases in City revenues and the reduction of City Staff due to attrition. The consideration of privatizing services is driven by the need for finding more economical methods of providing municipal services and the desire to evaluate the cost effectiveness of existing services.

City Council

100-1110

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 66,301	$ 67,098	$ 67,906	$ 70,043
613	Extra Help	-	-	-	-
615	Total Benefits	34,594	42,627	45,696	48,890
Salaries & Benefits Sub -Total		**100,896**	**109,725**	**113,602**	**118,933**
622	Telephone	339	439	339	339
623	Postage & Freight	56	60	50	50
625	Forms & Supplies	2,510	1,668	2,010	2,110
626	Printing & Binding	211	180	300	300
628	Travel & Meeting	3,200	1,733	3,200	3,200
631	Dues & Subscription	-	172	-	140
643	Liability Insurance	1,051	1,119	952	1,129
660	Other Materials and Supplies	749	1,172	750	750
Supplies & Services Sub -Total		**8,116**	**6,542**	**7,601**	**8,018**
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub -Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 109,011**	**$ 116,267**	**$ 121,203**	**$ 126,951**

City Attorney

BUDGET SUMMARY

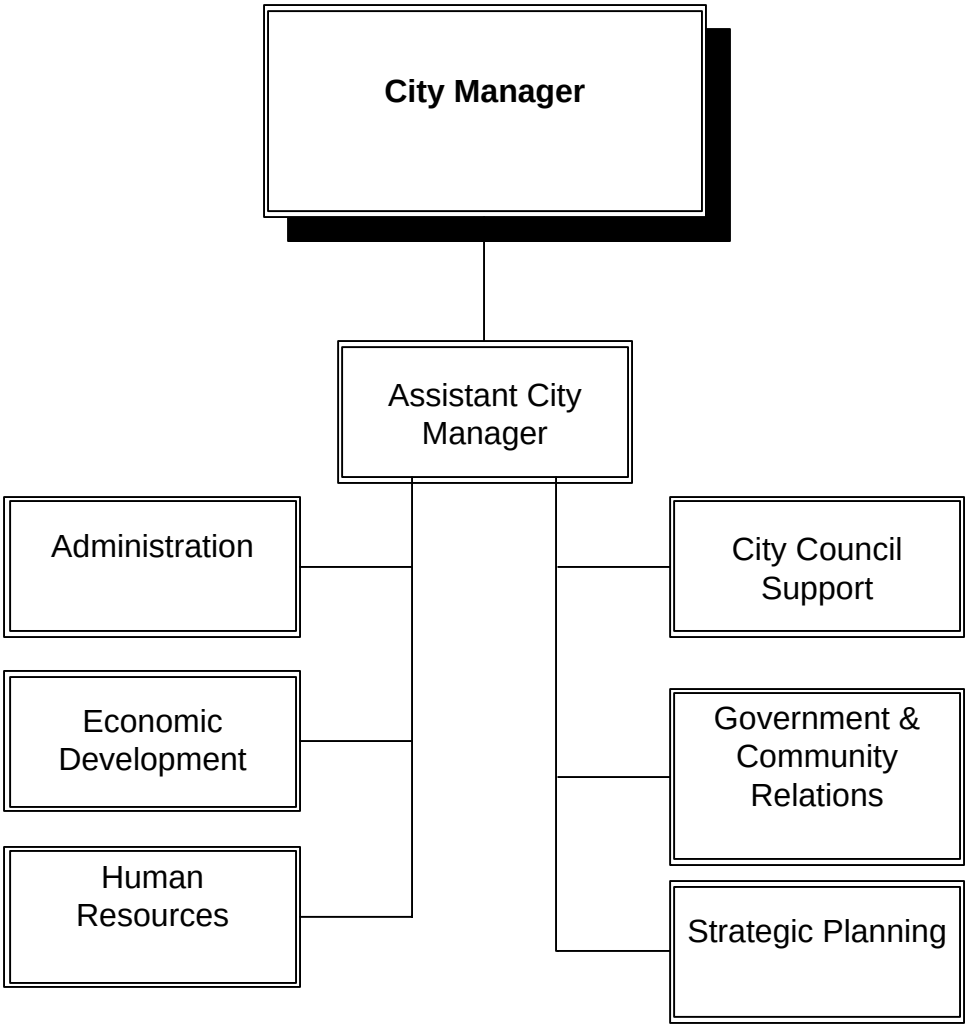
	Actual Expenditures 2009-10	Actual Expenditures 2010-11	Adopted/Amended Budget 2011-12	Adopted Budget 2012-13	Change From Year 2011-12 to 2012-13	% Change
Full Time Equivalent Positions	0.0	0.0	0.0	0.0	0.0	0.0%
Salaries & Benefits	$ -	$ -	$ -	$ -	$ -	0.0%
Supplies & Services	171,109	131,846	150,000	150,000	-	0.0%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions to Other Funds	-	-	-	-	-	0.0%
Total	**$ 171,109**	**$ 131,846**	**$ 150,000**	**$ 150,000**	**$ -**	**0.0%**
Financing Sources						
General Fund	171,109	131,846	150,000	150,000		

Note: The City Attorney is a contract position.

City Attorney

100-1210

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ -	$ -	$ -	$ -
613	Extra Help	-	-	-	-
615	Total Benefits	-	-	-	-
Salaries & Benefits Sub - Total		**-**	**-**	**-**	**-**
627	Professional Services	171,109	131,846	150,000	150,000
Supplies & Services Sub - Total		**171,109**	**131,846**	**150,000**	**150,000**
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 171,109**	**$ 131,846**	**$ 150,000**	**$ 150,000**


City Manager
Assistant City Manager
Administration
Economic Development
Human Resources
City Council Support
Government & Community Relations
Strategic Planning

BUDGET SUMMARY

	Actual Expenditures 2009-10	Actual Expenditures 2010-11	Adopted/Amended Budget 2011-2012	Adopted Budget 2012-2013	Change From Year 2011-12 to 2012-13	% Change
Full Time Equivalent Positions	9.5	8.3	7.5	7.5	0.0	0.0%
Salaries & Benefits	$ 1,148,103	$ 1,036,862	$ 1,109,764	$ 1,099,437	$ (10,327)	-0.9%
Supplies & Services	203,128	156,481	245,466	268,567	23,101	9.4%
Capital Acquisitions	-	-	-	-	-	0.0%
Contribution to Other Funds	-	-	-	-	-	0.0%
Total	**$ 1,351,231**	**$ 1,193,343**	**$ 1,355,230**	**$ 1,368,004**	**$ 12,774**	**0.9%**
Financing Sources						
General Fund	1,351,231	1,193,343	1,355,230	1,368,004		

PERSONNEL SUMMARY
(shown in full time equivalents)

	Adopted Budget 2010-11	Adopted Budget 2011-12	Adopted Budget 2012-13
Administration			
City Manager	1	1	1
Assistant City Manager	1	1	1
Assistant to the City Manager	0	0	1
Administrative Analyst II	1	1	0
Executive Assistant to the City Manager	0.75	0.5	0.0
Administrative Clerk III	0	0	0.5
Subtotal	3.8	3.5	3.5
Economic Development			
Economic Development Manager	1	1	1
Subtotal	1.0	1.0	1.0
Human Resources			
Human Resources Director	0.5	0	0
Human Resources Manager	0	1	1
Administrative Analyst III	1	0	0
Administrative Analyst I/II	0	1	1
Administrative Assistant	0	1	0
Administrative Technician	1	0	0
Human Resources Technician I/II	1	0	1
Subtotal	3.5	3.0	3.0
Total	**8.3**	**7.5**	**7.5**

Note: The City Clerk and City Treasurer are part-time elected positions

MISSION STATEMENT

To facilitate the development and implementation of City organizational and community goals, objectives and policies.

SERVICE DESCRIPTION

Responsible for carrying out the policies and goals formulated by the City Council; provide administrative leadership; and provide public communication, alternative problem solving, and direction for the Redevelopment Agency.

STRATEGIC ISSUES

1. Planning for the future of the City both internally as well as externally looking to long-term positive outcomes, making Yuba City a desirable place to live and work.

2. Implementing the General Plan, the downtown Strategic Plan, Infrastructure Plan, and an employee development plan, producing long-term economic benefits to the City in meeting its service delivery requirements for our growing city.

3. Ensure implementation of City growth polices to provide for improved quality of life for all City residents.

4. Provide for the long-term economic health of the City through prudent fiscal stewardship.

FY 2011 - 2012 ACCOMPLISHMENTS

- Maintained an open relationship with City Council and employees on critical issues.

- Developed priorities for implementation of the City policies and capital projects.

- Provided for managed reduction in revenues and services to minimize impacts to citizens and employees.

- Continued to evaluate, consolidate and streamline the City organizational structure and maintained a hiring freeze in response to continued projected decreases in City revenues and the reduction of City Staff due to attrition.

- Advanced the implementation of the Economic Development Strategic Work Plan to grow opportunities for well-paying jobs, create a positive and inspiring image and enhance the quality of life through collaborative and integrated actions.

- Worked to ensure retention of local revenues and minimize state takeaways.

- Advanced gateway enhancements and major highway corridor landscaping programs for community beautification.

- Established the Sutter Animal Services Authority (SASA) JPA with Sutter County and the City of Live Oak, for the continuation and orderly transition of Animal Control Services in Sutter County.

- Completed negotiations for the long-term Solid Waste Franchise Agreement that expired on 12/31/11. The new Solid Waste Franchise Agreement with Recology Yuba-Sutter has an initial eight-year term expiring on September 30, 2019 and includes three optional four year extensions.

- Served as President of the Northern California Cities Self Insurance Fund Association (NCCSIF) to ensure adequate cost control and improve operational functions of member agencies.

- Forwarded the adoption of an Interim Urgency Ordinance enacting development standards/restrictions for medical marijuana cultivation within the City limits.

- Dissolved the Redevelopment Agency of the City of Yuba City as of February 1, 2012 in accordance with the provisions of AB 1X26 and established the Successor Agency of the Yuba City Redevelopment Agency and began the “winding down” process of redevelopment.

FY 2012 – 2013 INITIATIVES

- Provide municipal government in a way that is responsive to the needs of all Yuba City residents and businesses characterized by an open process and partnership with our residents.
- Provide financial leadership and develop and implement sound fiscal policies to ensure the continued financial stability of the City.
- Implement the 2-tiered retirement system effective July 1, 2012 for new employees that was adopted by the Council. The savings from these changes will take several years to materialize as attrition shifts employees from one retirement tier to another.
- Continue to develop improved team building and customer service throughout the organization.
- Evaluate strategies for privatization, reorganization, and consolidation in response to continued projected decreases in City revenues and the reduction of City Staff due to attrition. The consideration of privatizing services is driven by the need for finding more economical methods of providing municipal services and the desire to evaluate the cost effectiveness of existing services.
- Continue to advance projects for the enhancement and beautification of the City corridors.
- Continue to work with the Sutter Animal Services Authority for the finance, design and construction of a new Animal Control Facility. The construction of the facility is expected to be completed in the spring of 2013.
- Prepare for the transfer of lead operations for Animal Control Services from Sutter County to Yuba City when the new facility is completed in the spring of 2013.
- Continue to work closely with the Sutter Butte Flood Control Agency for enhancing flood protection for the citizens of Yuba City.
- Continue in the efforts for the replacement of the Fifth Street Bridge with a four lane bridge.
- Continue to implement the City's adopted growth policies and promote the economic vitality and redevelopment of Yuba City.
- Continue with the development of a Public Safety Strategic Plan.
- Continue to fund Net-5 and partner with local agencies from Yuba/Sutter County in the Yuba/Sutter Anti-Gang Enforcement activities.
- Continue to advance the development of the Feather River Mills property in the Town Center with a mixed use project.
- Continue assisting the Yuba City Successor Agency with the "Winding Down" of redevelopment.
- Construct a water main to serve Franklin Elementary School and residential properties on the north side of Franklin Road with Proposition 84 grant funds.
- Continue to monitor State issues regarding Pension Reform. Unfunded liabilities for pensions will continue to light-up the political landscape. In the current economic environment, pensions have become an unsustainable liability for most jurisdictions.
- Continue to advance the Feather River Willow Island project. This new park will include new access, parking, walking and biking trails, picnic benches, a pavilion, interpretive signage, and handicap access to a concrete river overlook
- Complete the installation of irrigation wells at the City Parks to conserve City's treated water and to minimize the ongoing costs to purchase irrigation water.

City Manager

100-1305

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 490,192	$ 452,717	$ 446,848	$ 439,719
613	Extra Help	-	13,910	-	-
614	Overtime	-	-	-	-
615	Total Benefits	178,441	167,111	170,411	178,791
Salaries & Benefits Sub -Total		**668,633**	**633,738**	**617,259**	**618,510**
622	Telephone	3,227	3,029	3,227	2,139
623	Postage & Freight	92	36	92	92
625	Forms & Supplies	2,125	1,996	2,321	2,221
626	Printing & Binding	496	-	300	300
627	Professional Services	1,013	1,078	1,500	1,500
631	Dues & Subscriptions	1,853	3,080	3,000	3,900
641	Water Purchases	-	47	114	132
643	Insurance	7,737	8,139	6,405	7,479
658	Technology ISF	4,517	3,829	4,311	3,284
660	Other Material and Supplies	-	307	-	-
Supplies & Services Sub -Total		**21,060**	**21,542**	**21,270**	**21,047**
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub -Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 689,692**	**$ 655,280**	**$ 638,529**	**$ 639,557**

Economic Development

MISSION STATEMENT

To create economic prosperity for the community by promoting a quality business climate and attracting / expanding job generating businesses.

SERVICE DESCRIPTION

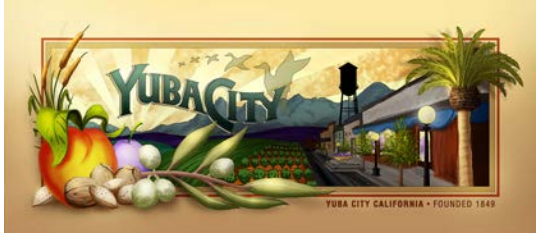
The Economic Development division is committed to establishing sustainable economic development while focusing on actions that are visible and measureable. The Economic Development Manager serves as a liaison between the public/business sector and City Government.

STRATEGIC ISSUES

1. Provide Opportunities for Jobs.
2. Create a Positive Community Image.
3. Business Retention and Growth.

FY 2011-2012 ACCOMPLISHMENTS

- The Economic Development Manager and Economic Development Commission further refined opportunities, priorities, and available resources for immediate short-term and long-term actions.
- Strengthened working relationships with economic development efforts in the greater Sacramento region.
- Provided a grant to the Sutter Performing Arts Association for improvements to the Sutter Theater façade and refurbished marquee sign.
- Provided a grant for façade improvements to the Huckins Building which is located at the corner of Plumas and Center Street in the heart of downtown Yuba City.
- Continued to be involved with the Yuba Sutter Chamber of Commerce and establish a "Welcome Center" at their new location in Yuba City.
- Continued to market the "refreshed" City branding image with the two new logos to create a sense of place and to promote awareness of activities and opportunities:



- Completed and distributed the second edition of the In-room Hotel Visitors guide, with a partnership of regional hotels, bed & Breakfast Inns, and Chamber of Commerce.
- Implemented a successful Business Walk Program to include Economic Development Commissioners, the City Executive Staff and key business leaders.
- Created collateral material for business promotion purposes – highlighting Yuba City as Northern California's Agricultural Hub.
- Implemented an "Adopt-A-Business" Program for Executive Staff to connect key businesses directly with the economic development efforts of the City.

FY 2012-2013 INITIATIVES

- Regularly connect with every business through communications, events, and/or one-on-one meetings.

- Continue to work on Enterprise Zone boundaries to ensure all businesses are included in the Zone.
- Continue to accelerate long-term objective to identify industrial land and development of a Business Park.
- Identify incubator-type facilities for start-up, identify assistance program (by other agencies) to help start-ups with financing, market information, counseling, workforce and any other assistance.
- Continue to assess all entrances for visual appearance, upgrade with signage and landscaping to create Sense of Place.
- Maintain data and update resources on City's economic development website www.thinkyubacity.com.
- Begin implementation of Yuba City Education and Economic Development Strategy developed through LEED (Linking Education and Economic Development) and with local education and workforce development organizations to prepare residents and youth for key occupations in identified sectors and industries.
- Continue to build relationships with workforce development, North Central Counties Consortium (NCCC) and Yuba College on programs, opportunities and vocational training
- Partner with Builders Exchange, Yuba College, and NCCC to work with businesses on energy efficiency, such as AB 811 and green/renewable energy catalyst projects
- Identify other opportunities to expand Yuba College's development project to a campus center, such as, co-location of facilities.
- Apply for a Grant for Hwy 20 Improvements
- Continue to Negotiate with CalTrans to assist in beautification of their key node site at Hwy 99/Hwy 20 intersection
- Continue discussion with property owners at key nodes for participation in a beautification plan to improve aesthetics and attract more customers.
- Promote Yuba City and region as Northern California's Agricultural Hub
- Implement a free quarterly business seminar with the Yuba Sutter Chamber of Commerce.
- Collaborate with real estate brokers to maintain current inventory of available space.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Establish an online non-residential database for public use. Database comprised of 25% of existing multiple listings published by FY end 2012. With a future target of 50% in FY 2012-13.

2. Increase promotion of Enterprise Zone Tax Credits by 30% by FY end 2011. With a future increase of an additional 25% in FY 2012-13.

3. Perform direct contact with local businesses. Increasing the visits to quarterly a year in FY 2012-13.

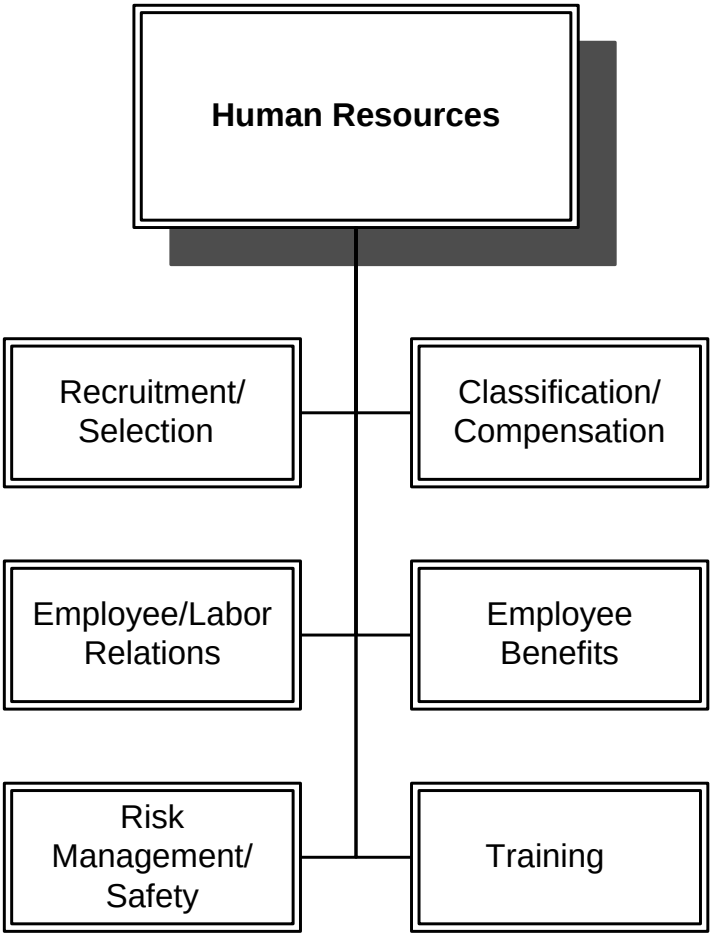
Performance Measure		2010-2011 Actual	2011-2012 Actual	2012-2013 Target
Measure 1 -	Non-Residential Property Database	10.0%	12%	50%
Measure 2 -	Enterprise Zone Expansion	1,699	2123	2,500
Measure 3 -	Business Visits	300	500	600

For more information on Yuba City's Economic Development Strategic Work Plan, go to www.yubacity.net or www.thinkyubacity.com

Economic Development

100-4120

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 89,711	$ 94,383	$ 94,129	$ 97,340
613	Extra Help	-	-	-	-
615	Total Benefits	38,652	40,384	42,395	44,361
Salaries & Benefits Sub - Total		**128,362**	**134,767**	**136,524**	**141,701**
622	Telephone	1,008	1,051	1,144	1,097
623	Postage & Freight	567	420	1,000	1,000
624	Advertising	6,357	10,179	6,000	6,000
625	Forms & Supplies	523	589	1,200	1,400
626	Printing & Binding	74	-	-	-
627	Professional Services	32,075	18,133	44,810	44,810
628	Travel & Meeting	8,186	4,576	6,000	6,000
631	Dues & Subscriptions	4,468	5,391	5,000	5,000
641	Water Purchases	-	13	31	35
643	Insurance	1,394	1,585	1,350	1,572
658	Technology ISF	1,385	1,385	1,385	821
660	Other Material and Supplies	-	-	500	500
Supplies & Services Sub - Total		**56,038**	**43,320**	**68,420**	**68,235**
692	Capital Acquisitions	**-**	-	**-**	**-**
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 184,400**	**$ 178,088**	**$ 204,944**	**$ 209,936**


Human Resources
Recruitment/ Selection
Classification/ Compensation
Employee/Labor Relations
Employee Benefits
Risk Management/ Safety
Training

MISSION STATEMENT

Act as a strategic partner and resource to the City of Yuba City by supporting, developing, and protecting its most valuable resource--people. We are committed to providing quality services in an environment of continuous change and improvement.

SERVICE DESCRIPTION

Provides recruitment services for City positions, oversees the compensation/classification and benefit programs, coordinates the City's safety and risk management programs, manages training, labor and employee relations, promotes EEO/AA and other personnel matters.

STRATEGIC ISSUES

1. Review current benefits packages in order to provide excellent benefits to our employees while negotiating the best possible rates.

2. Provide a comprehensive Risk Management Program including: safety training to include updated OSHA mandates and a reduction in the number of workers' compensation claims and length of time off work.

3. Continue staff training and cross training in order to increase efficiency, provide professional development, and maintain up-to-date knowledge of changing technology, labor laws and regulations affecting both Human Resources and the City's operations.

4. Continue the City's outreach into the community to increase applicant diversity.

5. During lean economic times, maintain service levels that were previously established.

6. When conducting business with each other and our customers, we will be fair and open-minded in our interactions while maintaining a high level of sensitivity and confidentiality.

FY 2011 - 2012 ACCOMPLISHMENTS

- Managed 22 recruitments, reviewed 887 applications and processed 57 new hires which include 46 Recreation workers.

- Administered the City's ongoing work furlough program.

- Administered eight bargaining unit contracts and implemented the negotiated tiered retirement system.

- Conducted open enrollments for the City's health, dental, vision, life insurance, flexible spending accounts and implemented changes in the health insurance data entry system.

- Facilitated employee recognition for service to the City.

- In Fiscal Year 2011-12, conducted 33 interactive process (IAP) meetings for Worker's Compensation and 27 IAP meetings for Family Medical Leave Act (FMLA)/California Family Rights Act (CFRA), for a total of 60.

- Updated mapping of various Federal, State, and City leave laws and processes to be utilized by City management to provide oversight for the various regulations.

- Implemented new health care reform laws and informed employees on the new legislation to allow employees to add eligible overage dependents to their health plans.

- Facilitated DOT testing with those City employees whose job description requires a Class A or B license.

- Facilitated CPR training for sixty (60) City Hall and Corporation Yard employees.

- Conducted monthly City Hall safety meetings to ensure safety in the workplace.

- Continued to keep open lines of communication for employees by providing the City's Benefits and Safety Committee information online.

- Provided risk management training by supplying departments with safety videos.
- Introduced new risk management consulting firm, Bickmore Risk Services (BRS).
- Implemented and administered new wellness program via ACI Applecore.
- Conducted two assessment centers for Fire Apparatus Operator, and Fire Captain promotional recruitments.
- Continued to provide customer service to internal customers by providing benefits administration for qualifying events and ongoing service including providing retirement planning through our continued partnership with ICMA.
- Implemented universal enrollment form for all benefits allowing less paperwork to process enrollment to the various employee benefit providers.
- Attended community-wide job fair and implement interest card directions for potential applicants.
- Audit all benefit systems including medical, dental/vision, life insurance, and long term disability.

FY 2012 - 2013 INITIATIVES

- Began process of scanning personnel files, leave adjustments forms and time rolls for records retention purposes.
- Continue updating City job descriptions for compliance with the Americans with Disabilities Act (ADA) as recruitments allow.
- Continue to provide legally mandated and City required training to all City employees.
- Monitor performance and premium rates for City health care providers and ensure that the City is providing the highest level of health care available at competitive rates.
- Conduct ongoing City-wide Safety Audits to determine the City's continued compliance with, and implementation of safety initiatives.
- Continue to cut Workers' Compensation total costs and lost work days through safety training, immediate medical care and back to work program.
- Participate in at least one community-wide job fairs, to provide information to the public on current recruitments and the City's recruitment process.
- Continue to monitor the City's recruitment process to ensure that recruitments are completed within reasonable timelines to ensure the staffing needs of City departments are met.
- Conduct a managers and supervisors training to discuss Worker's Compensation, Family Medical Leave Act (FMLA)/ California Family Rights Act (CFRA), and Personnel Rules and Regulations procedures.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Reduce average recruiting time from date of opening to date of certification to 60 days.
2. Safety: Reduce the three year average of Workers' Compensation costs per claim by twenty percent.
3. Workers Comp: Track number of lost days compared to number of modified light duty days.

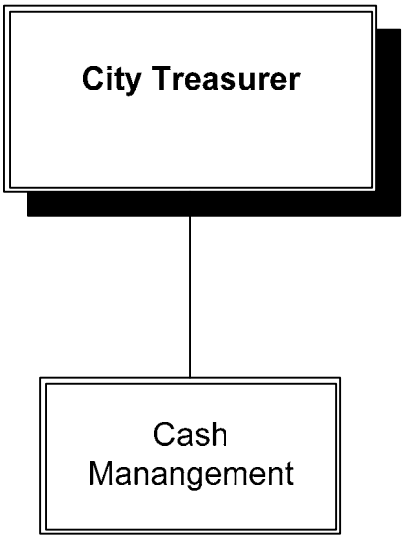
Performance Measure		2010-2011 Actual	2011-2012 Actual	2012-2013 Target
Measure 1-	Recruitment-In Days	54	52	60
Measure 2-	Safety Savings ◊	7%	40	20%
Measure 3-	Workers Comp	25%	47	35%

◊Data is from previous fiscal year.

Human Resources

100-1720

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 167,698	$ 132,301	$ 174,295	$ 185,523
613	Extra Help	96,679	69,890	80,000	45,000
614	Overtime	-	323	1,350	1,350
615	Total Benefits	84,892	64,007	98,496	105,515
Salaries & Benefits Sub - Total		**349,269**	**266,520**	**354,141**	**337,388**
622	Telephone	4,708	3,509	4,408	4,078
623	Postage & Freight	1,497	1,818	1,500	1,500
624	Advertising	544	2,733	600	3,600
625	Forms & Supplies	14,689	7,063	15,600	14,300
626	Printing & Binding	2,078	2,403	2,100	5,100
627	Professional Services	54,996	21,073	83,234	77,234
628	Travel & Meeting	893	604	1,200	1,200
631	Dues & Subscriptions	3,441	2,921	4,300	4,300
633	Office Equipment - O & M	1,480	896	1,300	1,300
639	Training Programs	6,783	7,209	6,000	6,000
641	Water Purchases	-	44	106	123
643	Insurance	5,101	4,985	3,008	4,377
658	Technology ISF	10,956	8,808	8,011	5,410
Supplies & Services Sub - Total		**107,165**	**64,066**	**131,367**	**128,522**
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 456,434**	**$ 330,586**	**$ 485,508**	**$ 465,910**


City Treasurer
Cash
Manangement

MISSION STATEMENT

To invest public funds in a prudent manner that provides maximum security while meeting daily cash flow demands and conforming to all statutes governing the investment of public funds. Within these parameters, funds are invested to optimize investment return.

SERVICE DESCRIPTION

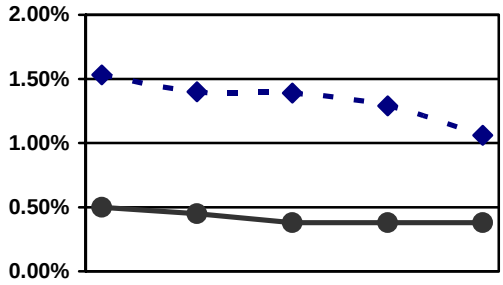
The City Treasurer is responsible for managing the City Investment Portfolio and establishing and maintaining a system of internal controls and procedures that are consistent with the investment policy and the three primary objectives of safety, liquidity, and then yield.

STRATEGIC ISSUES

1. Preservation of capital and protection of investment principal.
2. Maintenance of sufficient liquidity to meet anticipated cash flows.
3. Diversification to avoid incurring unreasonable market risks.
4. Attainment of a market rate of return.
5. Conformance with all applicable City ordinances, state statutes and federal regulations.

FY 2011-2012 ACCOMPLISHMENTS

- Invested funds in accordance with the City's Investment Policy, always ensuring safety, liquidity and yield.
- Provided the quarterly investment report presentations to keep Council up to date and informed regarding the City's investment portfolio within 45 days of quarter-end.
- Consistently exceeded the Market Equivalent (Local Agency Investment Fund) Weighted Average Yield to Maturity.



	Mar-11	Jun-11	Sep-11	Dec-11	Mar-12
City Yield	1.53%	1.40%	1.39%	1.29%	1.06%
LAIF	0.50%	0.45%	0.38%	0.38%	0.38%

FY 2012-2013 INITIATIVES

- Continue to enhance the quarterly investment report presentation to keep Council up to date and informed regarding the City's investment portfolio.
- Provide Quarterly Treasurer Reports to City Council within 45 days of quarter-end.
- Continue to review, evaluate, and amend if needed, the City Investment Policy for adoption by City Council on an annual basis.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

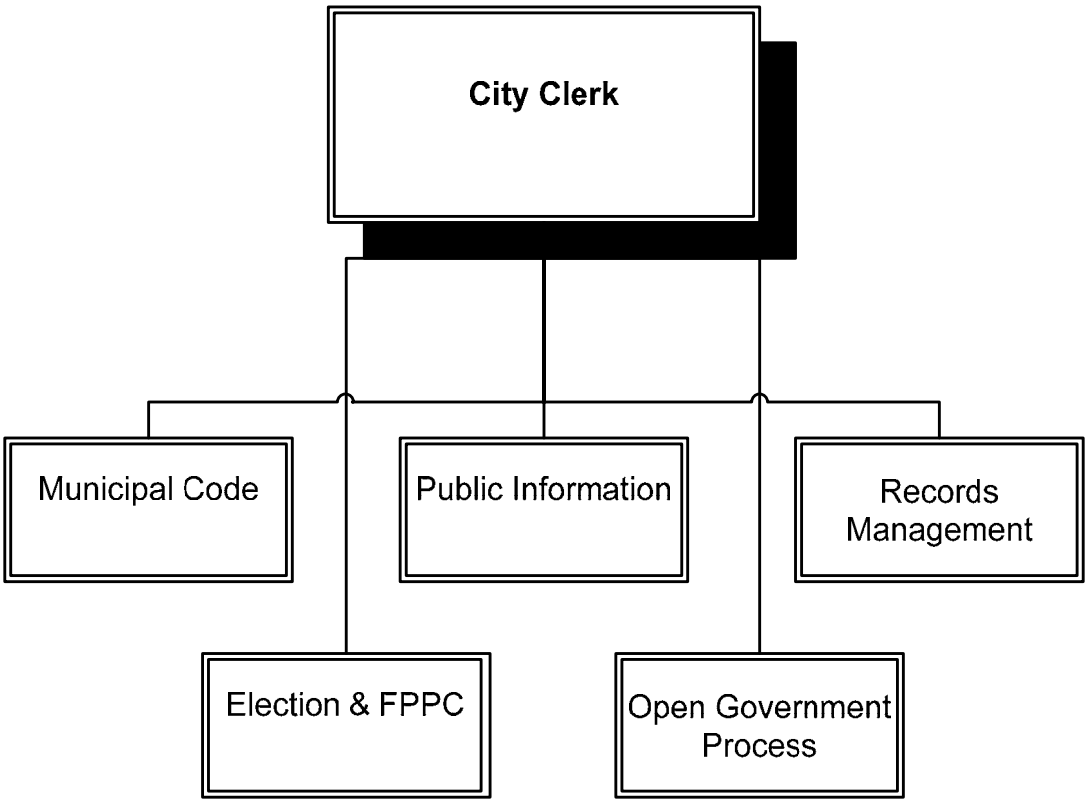
1. Achieve a rate of return that meets or exceeds the average yield on the U.S. Treasury that most closely corresponds to the portfolio's weighted average maturity (e.g., 2 year Treasury) as recorded on the last day of March each year.

Performance Measure	2010-2011 Actual	2011-2012 Actual	2012-2013 Target
Measure 1 - Exceeding Rate of Return	0.7300	1.2800	1.0000

City Treasurer

100-1520

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 903	$ 903	$ 904	$ 904
615	Total Benefits	17	16	16	15
Salaries & Benefits Sub - Total		**919**	**919**	**920**	**919**
627	Professional Services	5,455	5,571	5,600	5,600
631	Dues & Subscriptions	522	443	575	575
643	Insurance	14	16	13	15
Supplies & Services Sub - Total		**5,991**	**6,030**	**6,188**	**6,190**
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 6,911**	**$ 6,949**	**$ 7,108**	**$ 7,109**


City Clerk
Municipal Code
Public Information
Records Management
Election & FPPC
Open Government Process

MISSION STATEMENT

To perform all interactions professionally with honesty, integrity, and impartiality while ensuring the legislative process is open and public.

SERVICE DESCRIPTION

The City Clerk's Office is a public-service department providing a variety of professional and administrative duties supporting the City Council and the Redevelopment Agency in accordance with the Public Records Act, Political Reform Act, Brown Act, Maddy Act, and Elections Code. The City Clerk's Office is responsible for maintaining the City Municipal Code; overseeing the official bid process; legal noticing; administering municipal elections; and serving as the filing officer for campaign statements as well as Statements of Economic Interests for all elected officials and designated employees as required by the Fair Political Practices Commission.

STRATEGIC ISSUES

1. Continue to use technology to create a more efficient method of maintaining official records and provide easy access to records for the public and City staff through the City's website and internal record retention system.

2. Enhance outreach to the community to increase and improve opportunities for public participation and diversity on the City's Boards, Commissions and Committees.

3. Be committed to maintaining a system of transparency, public engagement, and collaboration, thus ensuring the public's trust. Transparency in government promotes accountability and provides information for citizens about what their local government is doing. Local government should be easily accessible, dynamic, and contain the information that is the most desired and useful to the community.

FY 2011- 2012 ACCOMPLISHMENTS

- Continued to improve processes and communication with City departments.

- Continued to scan official City records into electronic format and make available in the SIRE system for access by all City departments.

- Assisted in the management of the City's Facebook Page achieved over 3,100 "likes" which is an increase of over 1,100 "likes" from the previous year.

- Along with the City Website Committee, continued to maintain and improve the City's website: www.yubacity.net. The average visits to the website went down this year coinciding with the increased use of the Yuba City Facebook Page.

FY 2012-2013 INITIATIVES

- Continue to streamline and improve Clerk's Office systems to be more efficient, provide cost savings and deliver quality customer service.

- Build on and implement improved practices for recruiting, training and supporting the City's appointed boards and commissions.

- Become a point person for Community Relations and Public Information in partnership with the Economic Development Manager.

- Develop a Citizen's Guide to the City Council Meeting Process and how to contact the City Council and City Departments regarding concerns and issues.

- Continue to refine and update the City Clerk Department User's Manual.

- Continue to evaluate, streamline and improve the City Agenda and Minute process, through internal processes and available technology.

- Implement a program to allow on-line access to public information that is stored in the electronic record retention system and at the City's Administration counter.

- Develop a long-term strategy and work plan for review, maintenance and update of our Municipal Code, including an RFP for codification services and Municipal review.

- Continue to attend Northern California City Clerk's Association (NCCCA), California City Clerk's Association (CCCA), Fair Political Practices Commission (FPPC) and League of California Cities (LOCC) training, webinars, seminars and conferences to keep up-to-date and informed on issues that affect local government and City Clerk responsibilities.

- Develop a Candidate's Handbook for the General Municipal Election of November 2012.

- Coordinate the November 2012 General Municipal Election with the Sutter County Registrar of Voters.

- Complete the Fair Political Practices Commission Conflict of Interest Code biennial update.

- Schedule and provide mandated biennial AB 1234 Ethics Training for Yuba City Elected Officials, Boards and Commissions, and Staff. Work with other local agencies for their staff to attend.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Electronic storage of all resolutions, ordinances, agenda reports and active agreements with the ultimate goal of storage within one day of execution.

2. Maintain 100% filled status of City Boards and Commissions. Our ultimate goal is to fill all future vacancies within 30 days of when the vacancy occurs.

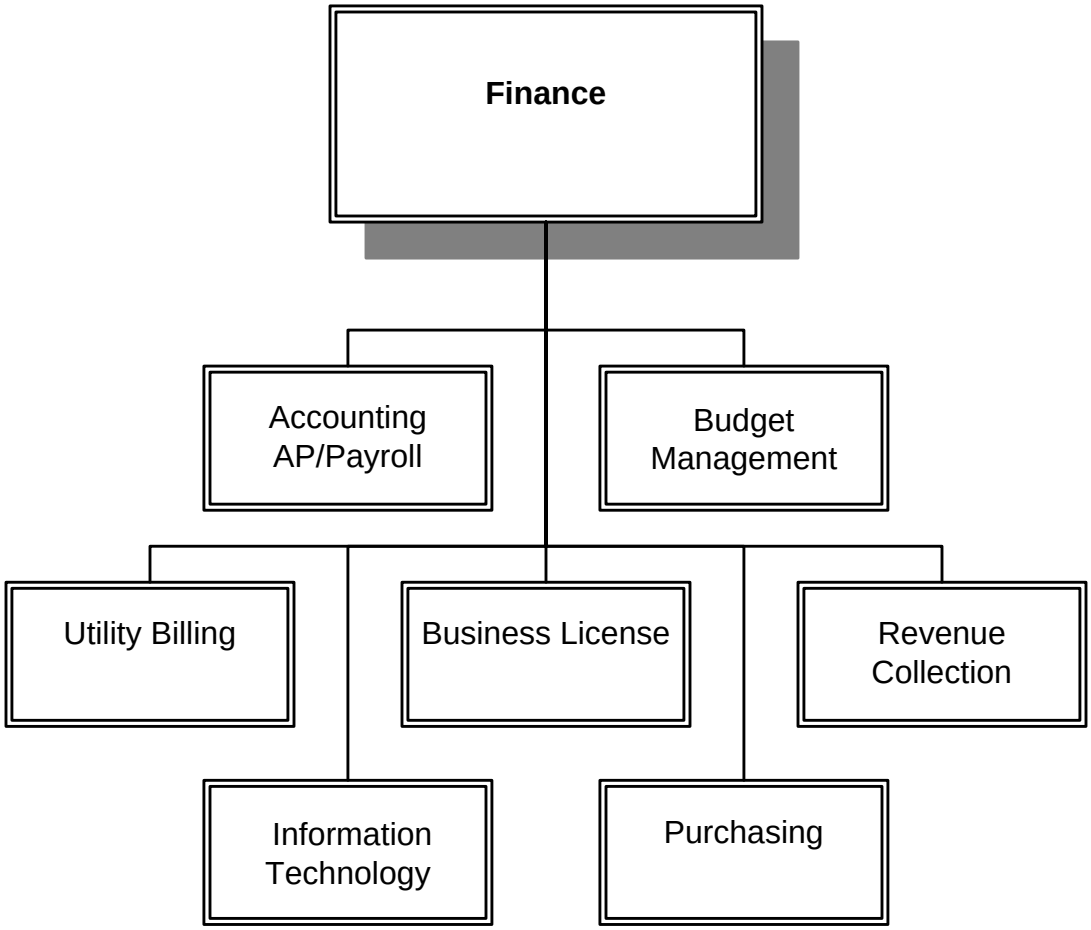
3. www.yubacity.net and Facebook are important means of providing and disseminating information to the citizens of Yuba City. One way to measure the City's effectiveness is to monitor how many "page views" the website receives and how many "friends" Facebook has. The ultimate goal is keep our citizens informed and engaged. The long-term measure is to increase the usage of Facebook to have 10,000 "friends" and maintain the website to have 30,000 "page views" a month.

Performance Measure		2010-2011 Actual	2011-2012 Actual	2012-2013 Target
Measure 1 -	Electronic Storage	3 days	3 days	2 days
Measure 2 -	Boards and Commissions	60 days	55 days	45 days
Measure 3 -	Website Page Views	50,827	32,292	40,000
	Facebook Friends	2,000	3,172	4,000

City Clerk

100-1710

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries	$ 903	$ 903	$ 904	$ 904
613	Extra Help	-	-	-	-
614	Overtime	-	-	-	-
615	Total Benefits	17	16	16	15
Salaries & Benefits Sub - Total		**919**	**919**	**920**	**919**
622	Telephone	467	254	475	475
623	Postage & Freight	173	237	200	200
624	Advertising	8,634	9,293	10,000	10,000
625	Forms & Supplies	1,059	722	900	900
627	Professional Services	2,152	10,675	6,000	31,000
631	Dues & Subscriptions	375	325	633	633
633	Equipment O & M	-	-	-	1,350
643	Insurance	14	16	13	15
Supplies & Services Sub - Total		**12,874**	**21,522**	**18,221**	**44,573**
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 13,794**	**$ 22,441**	**$ 19,141**	**$ 45,492**


Finance
Accounting
AP/Payroll
Budget
Management
Utility Billing
Business License
Revenue
Collection
Information
Technology
Purchasing

BUDGET SUMMARY

	Actual Expenditures 2009-10	Actual Expenditures 2010-11	Adopted/Amended Budget 2011-12	Adopted Budget 2012-13	Change From Year 2011-12 to 2012-13	% Change
Full Time Equivalent Positions	17.0	17.0	18.0	18.0	0.0	0.0%
Salaries & Benefits	$ 1,285,040	$ 1,448,045	$ 1,624,899	$ 1,643,498	$ 18,599	1.1%
Supplies & Services	437,440	511,930	516,978	517,749	771	0.1%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions to Other Funds	-	-	-	-	-	0.0%
Total	**$ 1,722,480**	**$ 1,959,975**	**$ 2,141,877**	**$ 2,161,247**	**$ 19,370**	**0.9%**
Financing Sources						
General Fund	1,722,480	1,959,975	2,141,877	2,161,247		

PERSONNEL SUMMARY

(Shown in full time equivalents)

	Adopted Budget 2010-11	Adopted Budget 2011-12	Adopted Budget 2012-13
Finance			
Finance Director	1	1	1
Accountant I/II	2	2	2
Account Clerk/Intermediate/Senior	2	2	2
Administrative Analyst I/II	1	1	1
Administrative Clerk I/II/III	1	1	1
Customer Service Manager	1	1	1
Senior Customer Service Representative	1	1	1
Customer Service Representative I/II	2	2	2
Field Customer Service Representative I/II	2	2	2
Subtotal	13.0	13.0	13.0
Information Technology			
IT Manager	0	1	1
Systems Administrator	1	1	1
Information Technology Supervisor	1	1	1
Information Systems Technician I/II	2	2	2
Subtotal	4.0	5.0	5.0
Grand Total	**17.0**	**18.0**	**18.0**

MISSION STATEMENT

In a spirit of excellence, integrity, and dedication, the Finance Department is committed to providing timely, accurate, clear and complete information and support to City Council, other City departments, citizens, and the community at large.

SERVICE DESCRIPTION

The Finance Department provides an array of financial services to residents, businesses, other government agencies, and each and every City employee. As a full service finance operation, this department is responsible for accounting procedures and policies, accounts payable and receivable, budget preparations, revenue collection, including water and wastewater bills, payroll, business license taxes, parking citations and water meter follow-ups.

FY 2011 - 2012 ACCOMPLISHMENTS

- Received the GFOA Award for Excellence in Budgeting for the thirteenth time and the equivalent award from the California Society of Municipal Finance Officers; the GFOA Certificate of Achievement for Excellence in Financial Reporting for the eleventh time.
- Completed annual update of long range financial plan for the City.
- Monitored City's general fund budget every 90 days to evaluate changes in revenue levels compared to expenditure commitments.
- Developed a three year budget plan to coincide with bargaining unit agreements.
- Provided detailed response update information to Fitch and Standard & Poor rating agency related to City's bond ratings.
- Continued providing quarterly financial reports to City Council, City staff and the public.
- Coordinated and managed update of City's cost allocation plan and the Public Works Department's cost allocation plan.
- Implemented results of Water and Wastewater rate studies.
- Enacted requirements of AB 1X26, the elimination of Redevelopment, and implementation of the requirements as a successor agency.
- Supported City departments in transitioning to a second furlough program, while still meeting payroll deadlines and allowing for flexibility in the use of furlough time.
- Implemented electronic bill payment solutions with Commerce Bank for electronic payment of accounts payable directly to vendors instead of issuing a paper check.
- Began storing utility billing reports electronically utilizing the SIRE system instead of maintaining paper files.
- Refinanced 2007 Wastewater Certificates of Participation.

FY 2012-2013 INITIATIVES

- Receive the GFOA Award for Excellence in Budgeting for the fourteenth time and the equivalent award from the California Society of Municipal Finance Officers; the GFOA Certificate of Achievement for Excellence in Financial Reporting for the twelfth time.
- Monitor City's general fund budget every 90 days to evaluate changes in revenue levels compared to expenditure commitments.
- Support City Manager, all City departments and employees by continuously monitoring developments in the City's processes to find further general fund cost savings in the fiscal year.

- Continue providing quarterly financial reports to City Council, City staff and the public.
- Develop and receive City Council approval on a formal Accounts Receivable Write-Off policy for the City's delinquent utility accounts.
- Collect business license revenue in the field by focusing on seasonal vendors not in compliance.
- Continue evaluating financial reports which can be stored electronically utilizing the SIRE system instead of maintaining paper files.
- Continue to develop and enhance the Long Range Financial Plan model.

CONTINUOUS IMPROVEMENT PERFORMANCE OBJECTIVES

1. Increase electronic payment of utility bills from 19% to 24%, toward a future target of 30%.
2. Maintain 85% of City divisions sending data directly to payroll in FY 12-13.
3. Reduce the number of pre-issue checks requested by the departments to 40 in FY 12-13.

Performance Measure		2010-2011 Actual	2011-2012 Actual	2012-2013 Target
Measure 1 -	Electronic Bill Pay Customers	19%	24%	30%
Measure 2 -	Departments sending Data	85%	85%	85%
Measure 3 -	Pre-issue Check Requests	19	41	40

SERVICE DESCRIPTION

The Purchasing division provides purchasing, contract management services and surplus disposal, to all city departments and employees.

FY 2011 - 2012 ACCOMPLISHMENTS

- Surveyed our internal and external customers to determine if we are meeting their expectations and adding value to their operations.
- Assisted Community Development with maintenance of low/moderate houses.
- Updated Purchasing Policy and Procedure handbook.
- Updated purchasing safety policies.
- Conducted a review of Cal-Card procedures.
- Reviewed and updated City's Travel Policy.
- Earned the Award of Excellence in Procurement from the Institute of Supply Management and the California Association of Public Purchasers for 2011.

FY 2012-2013 INITIATIVES

- Survey our customers to see if we are meeting their expectations and adjust operating standards with the goal of exceeding their expectations.
- Continue to evaluate spending habits citywide to identify areas available for cost savings.
- Become the City's point of contact and assume responsibility for the City's property, liability, crime, and special event insurance.
- Earn the Award of Excellence in Procurement from the Institute of Supply Management and the California Association of Public Purchasers for 2012.
- Continue to assist Community Development with the acquisition and rehabilitation of low/moderate income housing stock.
- Continue to update the Insurance requirements.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

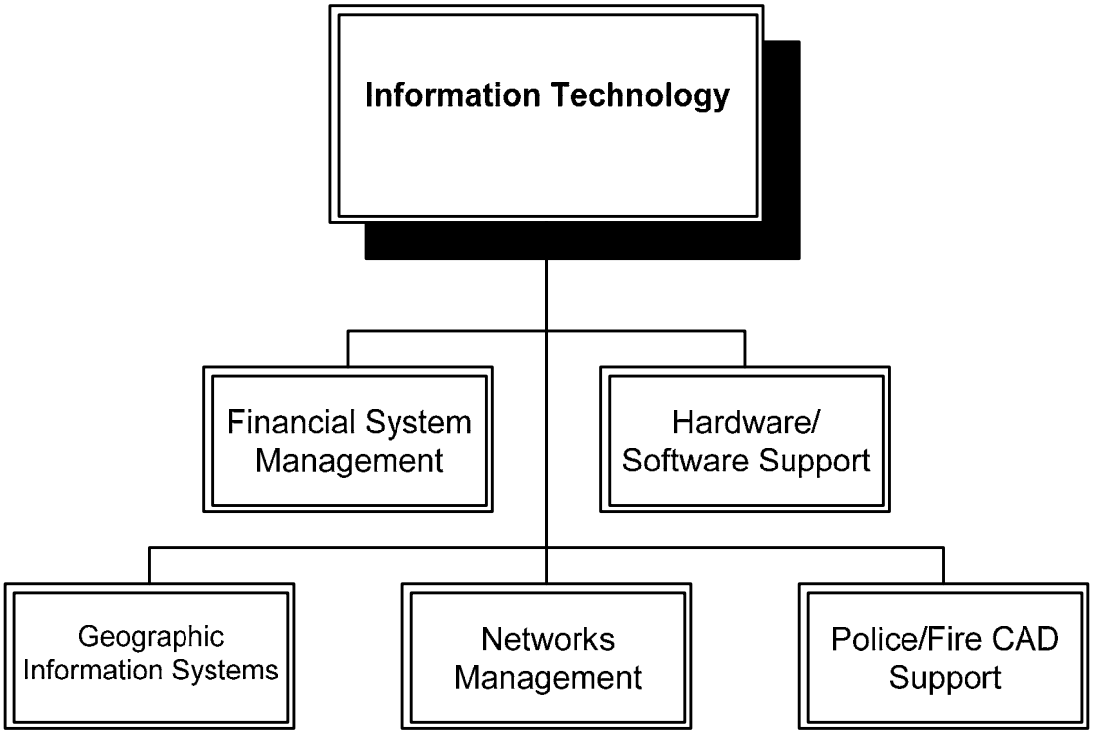
1. Formal Bid & Contract Renewal Rate – Complete 95% of formal bids and contracts no later than the date published in the annual Purchasing Schedule, with a future goal of 100%.

Performance Measure	2010-2011 Actual	2011-2012 Actual	2012-2013 Target
Measure 1 - Formal Bid Awards	72%	75%	95%

Finance

100-1510

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 610,411	$ 691,242	$ 675,268	$ 681,975
613	Extra Help	476	6,120	8,750	8,750
614	Overtime	5,090	8,441	20,000	20,000
615	Total Benefits	271,799	330,724	365,217	374,200
Salaries & Benefits Sub - Total		**887,776**	**1,036,526**	**1,069,235**	**1,084,925**
622	Telephone	9,186	9,278	10,874	10,168
623	Postage & Freight	123,407	129,615	112,950	112,950
624	Advertising	232	1,627	4,400	4,400
625	Forms & Supplies	33,904	36,663	42,950	41,350
626	Printing & Binding	1,202	1,398	12,600	12,600
627	Professional Services	110,497	118,457	126,267	126,267
631	Dues & Subscriptions	4,233	6,153	4,100	4,100
633	Equipment - O & M	1,348	498	2,000	2,000
634	Special Equipment - O & M	2,100	8,295	6,300	6,300
635	Vehicle O & M	38	222	-	-
636	Buildings & Facility O & M	259	180	425	425
638	Small Tools & Supplies	5,200	1,992	4,000	4,000
639	Training Programs	253	-	-	-
641	Water Purchases	-	164	394	457
642	Uniform/Clothing	-	223	450	450
643	Insurance	32,618	32,702	20,926	23,504
645	Cash Over or Short	(350)	(35)	-	-
658	Technology ISF	17,635	18,978	15,491	12,317
660	Other Materials & Supplies	5	1,770	350	350
Supplies & Services Sub - Total		**341,768**	**368,180**	**364,477**	**361,638**
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 1,229,543**	**$ 1,404,706**	**$ 1,433,712**	**$ 1,446,563**


Information Technology
Financial System Management
Hardware/ Software Support
Geographic Information Systems
Networks Management
Police/Fire CAD Support

SERVICE DESCRIPTION

The Information Technology (IT) Division provides information services, computer systems analysis and set-up, software assistance, and telecommunications support to all City departments and employees.

FY 2011 - 2012 ACCOMPLISHMENTS

- 50% of computers upgraded to Windows 7.
- Update Police Geobase to utilize ESRI server technology.
- Replaced Netmotion server.
- Replaced Storage Area Network (SAN) for Citywide infrastructure.
- Internet upgrade from 10 Mbps to 50 Mbps.
- Implemented Quickest Route for Fire.
- Computer Replacement.
- Replaced Firewall server and software.
- Replaced Web server.
- Redeployment of Group Policy.
- Replaced Switches at Fire and Senior Center.

FY 2012 - 2013 INITIATIVES

- Replace Virtual servers and software.
- Integrate Corpyard to existing VoIP.
- Replace Pentamation server and software.
- Implement Disaster Recovery Site.
- Computer Replacement.
- Upgrade P-Sync.
- Utilities Wireless Project.
- Upgrade Wireless and controller at Fire 4 & 7.
- Continue to survey our customers and adjust division operating standards with the goal of exceeding customer expectations.
- Continue the training of IT personnel to improve skills and the overall department knowledge base.
- Continue to evaluate internal processes to improve customer service and increase efficiency.
- Focus effort on training designated, technically oriented people within other departments to be a liaison and first contact for their individual department needs.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

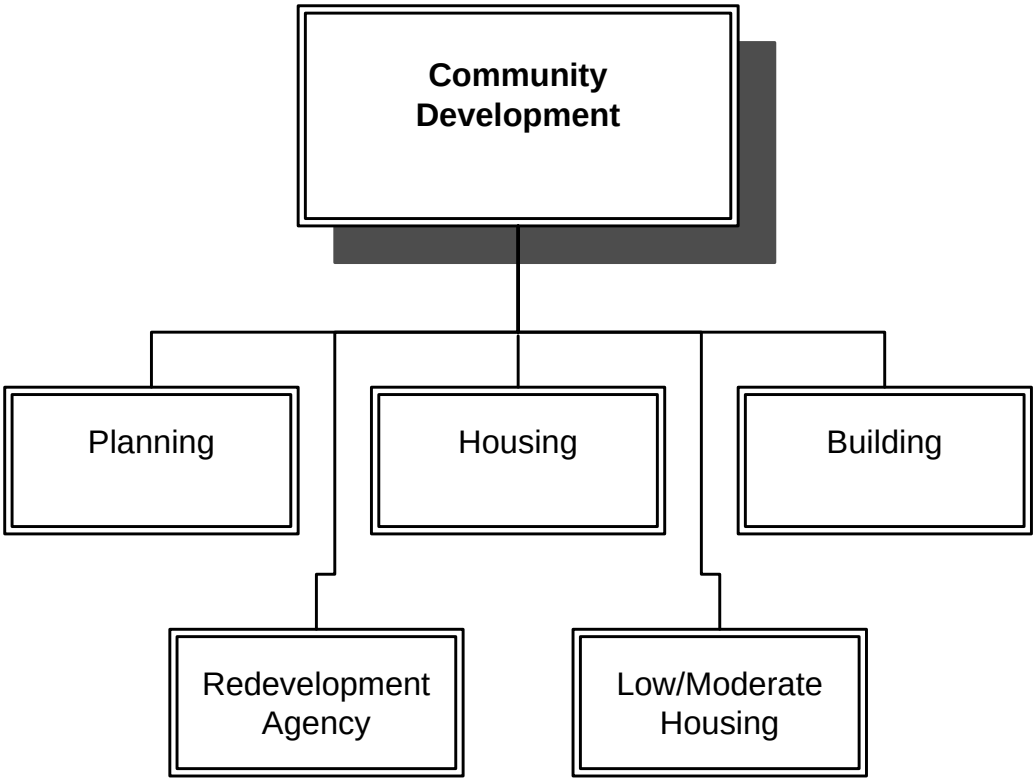
1. Survey customers at the beginning and end of each year to improve upon the 99% customer satisfaction rating with the goal being 100%.
2. Improve open help desk ticket response times by 20% from an existing response time of 25.4 hours to 20.3 hours.
3. Improve critical server uptime to 99.99%.

Performance Measure	20010-2011 Actual	2011-2012 Actual	2012-2013 Target
Measure 1 - Customer Satisfaction	99%	99%	100%
Measure 2 - Help Desk Response Time	24 hrs	25.4 hrs	20.3 hrs
Measure 3 - Critical Server Uptime	99%	99%	99.99%

Information Technology

100-1530

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 255,098	$ 261,413	$ 358,372	$ 358,372
613	Extra Help	13,540	14,006	15,500	15,500
614	Overtime	307	51	3,500	3,500
615	Total Benefits	128,319	136,048	178,292	181,201
Salaries & Benefits Sub - Total		**397,264**	**411,518**	**555,664**	**558,573**
622	Telephone	5,663	5,782	6,950	6,950
623	Postage & Freight	872	1,015	1,000	1,000
625	Forms & Supplies	1,256	1,613	1,400	1,400
627	Professional Services	(5,972)	43,964	50,428	50,428
628	Travel & Meeting	33	3	-	-
631	Dues & Subscriptions	217	195	150	150
633	Office Equipment - O & M	79,244	78,290	79,681	79,681
635	Vehicle - O & M	9,704	8,035	7,218	10,119
639	Training Programs	50	-	-	-
641	Water Purchases	-	51	122	141
643	Insurance	4,606	4,803	5,552	6,242
Supplies & Services Sub - Total		**95,672**	**143,750**	**152,501**	**156,111**
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 492,936**	**$ 555,268**	**$ 708,165**	**$ 714,684**


Community Development
Planning
Housing
Building
Redevelopment Agency
Low/Moderate Housing

Community Development

BUDGET SUMMARY

	Actual Expenditures 2009-10	Actual Expenditures 2010-11	Adopted/Amended Budget 2011-12	Adopted Budget 2012-13	Change From Year 2011-12 to 2012-12	% Change
Full Time Equivalent Positions	9.0	8.0	9.0	9.0	0.0	0.0%
Salaries & Benefits	$ 947,843	$ 774,452	$ 696,278	$ 694,651	$ (1,627)	-0.2%
Supplies & Services	106,568	82,980	88,466	84,415	(4,051)	-4.6%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions to Other Funds	-	-	-	-	-	0.0%
Total	**$ 1,054,410**	**$ 857,432**	**$ 784,744**	**$ 779,066**	**$ (5,678)**	**-0.7%**
Financing Sources						
General Fund	1,054,410	857,432	784,744	779,066		

PERSONNEL SUMMARY

(shown in full time equivalents)

	Adopted Budget 2010-11	Adopted Budget 2011-12	Adopted Budget 2012-13
Administration			
Community Development Director	1	1	1
Administrative Assistant	1	1	1
Administrative Analyst I/II	0	1	1
Subtotal	2.0	3.0	3.0
Planning			
Senior/Principal Planner	1	1	1 *
Subtotal	1.0	1.0	1.0
Building			
Chief Building Inspector	1	1	1 *
Plans Examiner	1	1	1
Building Inspector II	1	1	1
Community Development Tech I/II	2	2	2
Subtotal	5.0	5.0	5.0
Grand Total	**8.0**	**9.0**	**9.0**

Note * - These positions were unfunded for FY 11/12 & 12/13

MISSION STATEMENT

Create a distinctive and livable community through quality design, use of good site development and building standards, and efficient use of land and services. In so doing, provide everyone with professional and courteous service in a fair and timely manner.

SERVICE DESCRIPTION

The Community Development Department plans for and implements the growth and physical development of the City. This is done through the implementation of the City's General Plan which provides a 20-30 year vision for a city that will ultimately have 130,000 residents and by overseeing private development from the planning stages to completion of building construction. Such oversight ensures that the City's General Plan is implemented per the community's desires and that compliance with all State and local safety regulations are met. The Department also promotes quality of life improvements within the community through proactive code enforcement services that address and correct violations within the city to ensure a safe and attractive community; and through the provision of decent and affordable housing for all economic segments of the community. Lastly, the Department is responsible for the "Winding Down" process of the City's former Redevelopment Agency.

STRATEGIC ISSUES

1. Ensure implementation of City's Growth Policies to promote a comprehensively well-planned community that will provide for improved quality of life for all City residents.

2. Ensure public health and safety in building construction by providing an informed and knowledgeable working staff that can perform necessary plan check review and inspection of all construction projects within the city.

3. Continue pre-annexation zoning for the Sphere of Influence in conformance with the General Plan Land Use Diagram through the completion of master and specific plans and with policy direction from the City Council.

4. Provide for alternative development of the City's former Redevelopment Area now that the Redevelopment Agency has been dissolved.

5. Continue to promote new economic development opportunities for business expansion, retention and attraction through the implementation of a "business-friendly" development approval process.

6. Continue to provide and expand the supply of decent, safe, sanitary, and affordable housing for all economic segments of the community.

7. Provide proactive code enforcement services that will ensure a safe and attractive community.

8. Enhance communication between the City and our customers by providing an open discussion forum for feedback on department services.

FY 2011 – 2012 ACCOMPLISHMENTS

- Successfully completed the City's second "Make a Difference Day" and created H.A.N.D.S. (Helping Area Neighborhoods Develop Successfully).

- Continued to successfully administer over $1.3 million in the City's HOME and CDBG loan programs.

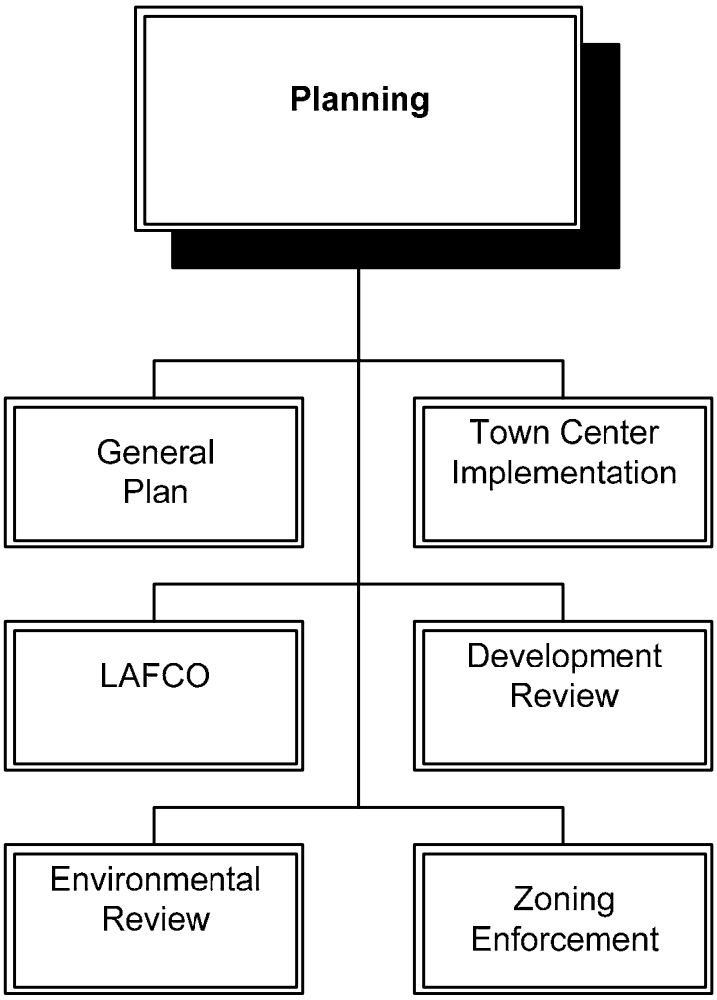
- Completed full implementation of the City's Development Impact Fee Program.

FY 2012 - 2013 INITIATIVES

- Provide in-house support for our stakeholders by maintaining accessible and available staff.

- Continue to work with developers and other interested parties to ensure that new development is of a quality that enhances the City's image.

- Continue assisting the Yuba City Successor Agency with the “Winding Down” of redevelopment.
- Continue implementing the City’s adopted Growth Policies.
- Create and implement new programs that promote infill development projects.
- Work with Economic Development on implementation of the City’s Economic Development Strategy.
- Continue to coordinate, standardize, and streamline the City’s development approval process through the implementation of new procedures and policies, and new technology.
- Continue to provide the necessary technical support staff at the City’s permit center in order to improve and simplify the permitting process.
- Continue to coordinate with Sutter County on the formation of a regional Habitat Conservation Plan.
- Coordinate City’s compliance with state and local regulations affecting planning and land use issues including: AB 32 (Climate Control & Greenhouse Gasses); SB 375 (Transportation, Land Use and Affordable Housing).
- Continue to identify additional funding sources for the on-going enhancement and beautification of key City corridors.


Planning
General Plan
Town Center Implementation
LAFCO
Development Review
Environmental Review
Zoning Enforcement

SERVICE DESCRIPTION

Provide technical assistance and professional guidance to the City Council, the Planning Commission, and the public regarding policies and plans that guide the physical development of the community. Responsible for updating and maintaining the City's General Plan, Specific Plans, Zoning Regulations, and development related ordinances.

FY 2011 – 2012 ACCOMPLISHMENTS

- Completed development of the Urban-Rural Edge Plan in accordance with the grant agreement with SACOG.
- Evaluated and initiated update the City's Sign Ordinance.
- Completed approval of land use entitlements for several new businesses, including Veteran's Administration Outpatient Clinic.
- Established a Sign Ordinance Ad hoc Committee and began update of City's Sign Ordinance.

FY 2012 - 2013 INITIATIVES

- Continue annexing land within the City's Sphere of Influence in accordance with the 12 growth policies adopted by the City Council.
- Continue to process all development applications within statutory deadlines while maintaining a high level of customer service.
- Continue participating with Sutter County and adjacent jurisdictions on long-range and regional planning programs such as the Habitat Conservation Plan.
- Ensure compliance with State climate change legislation such as AB 32 and SB 375.
- Proceed with implementation of recently awarded SACOG "Community Design Grant" for Highway 20 project.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

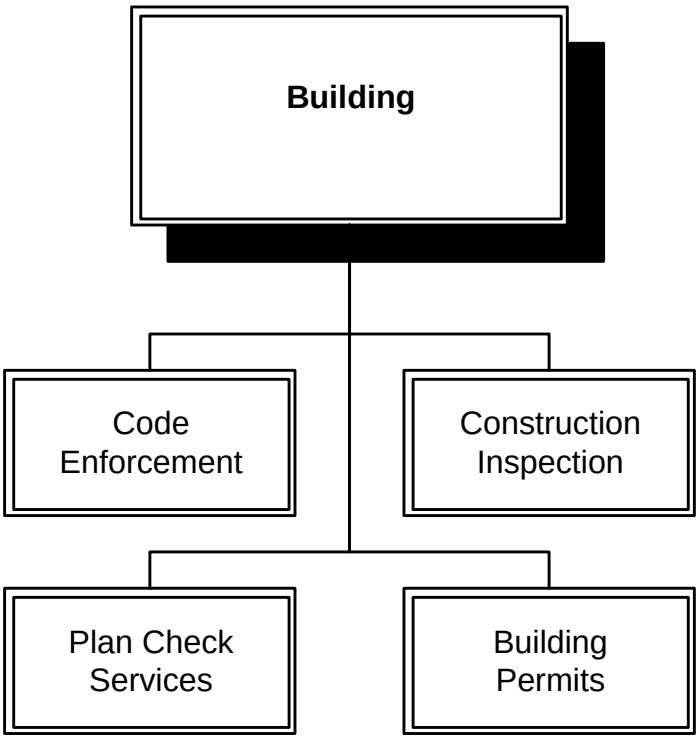
1. Return all phone messages and emails from internal and external customers within 24 hours of receipt.
2. Circulate 100% of project applications for review and comment from internal and external agencies within 48 hours of submittal of a complete application package.
3. Issue project status letters for 100% of project submittals requiring discretionary review within 30 days of submittal of a complete application package.
4. Approve 95% of plan checks within 3 plan check reviews.

Performance Measure	2010-2011 Actual	2011-2012 Actual	2012-2013 Target
Measure 1 - Phone & Email Response	100%	100%	100%
Measure 2 - Project Applications	100%	100%	100%
Measure 3 - Project status letters	100%	100%	100%
Measure 4 - Plan Check Reviews	100%	100%	100%

Planning

100-1910

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 269,413	$ 253,060	$ 240,100	$ 240,100
613	Extra Help	4,275	17,864	12,600	12,600
614	Overtime	-	401	-	-
615	Total Benefits	108,154	106,537	116,784	119,914
Salaries & Benefits Sub - Total		**381,843**	**377,862**	**369,484**	**372,614**
622	Telephone	3,361	2,621	3,090	2,951
623	Postage & Freight	1,279	978	1,280	1,280
624	Advertising	2,788	3,682	2,800	2,800
625	Forms & Supplies	3,275	2,469	3,000	3,000
626	Printing & Binding	515	367	750	750
627	Professional Services	15,846	13,179	15,850	14,850
628	Travel & Meeting	-	20	-	-
631	Dues & Subscriptions	1,673	2,357	1,680	2,680
633	Equipment - O & M	-	-	10	10
635	Vehicle - O & M	-	77	-	-
641	Water Purchases	-	38	91	105
643	Insurance	5,194	5,105	4,834	4,180
658	Technology ISF	9,407	4,129	2,895	3,545
Supplies & Services Sub - Total		**43,337**	**35,021**	**36,280**	**36,151**
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 425,179**	**$ 412,883**	**$ 405,764**	**$ 408,765**


Building
Code Enforcement
Construction Inspection
Plan Check Services
Building Permits

SERVICE DESCRIPTION

The Building Division provides residents, business owners and visitors to the City with peace of mind by ensuring the buildings they live, work and visit are safe. As "first preventers" we ensure compliance to minimum fire-life safety standards by providing review and inspection of construction projects within the City. Additionally, the Building Division provides code enforcement services that are aimed at ensuring safe and attractive neighborhoods.

FY 2011 – 2012 ACCOMPLISHMENTS

- Despite continued slowing in development and construction this past year, The Building Division was active issuing 960 building permits for a total valuation of nearly $22 Million. The Building Division issued 55 Certificates of Occupancy including 4 new commercial projects.
- Code Enforcement Municipal Codes were consolidated and strengthened for consistency. There were approximately 620 cases opened during the year, of which 454 cases were resolved. The City continues to receive voluntary compliance to resolve the vast majority of complaints.
- Code Enforcement initiated a comprehensive corridor enhancement program for the city's main roadway corridors. This included the removal of non-conforming banners and signs.

FY 2012 - 2013 INITIATIVES

- Work to educate and inform builders, contractors and developers regarding construction requirements and options regarding the FEMA flood zone remapping efforts and NFIP programs.
- Continue to expand and improve the code enforcement program, including the abatement of blighted and dilapidated properties.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

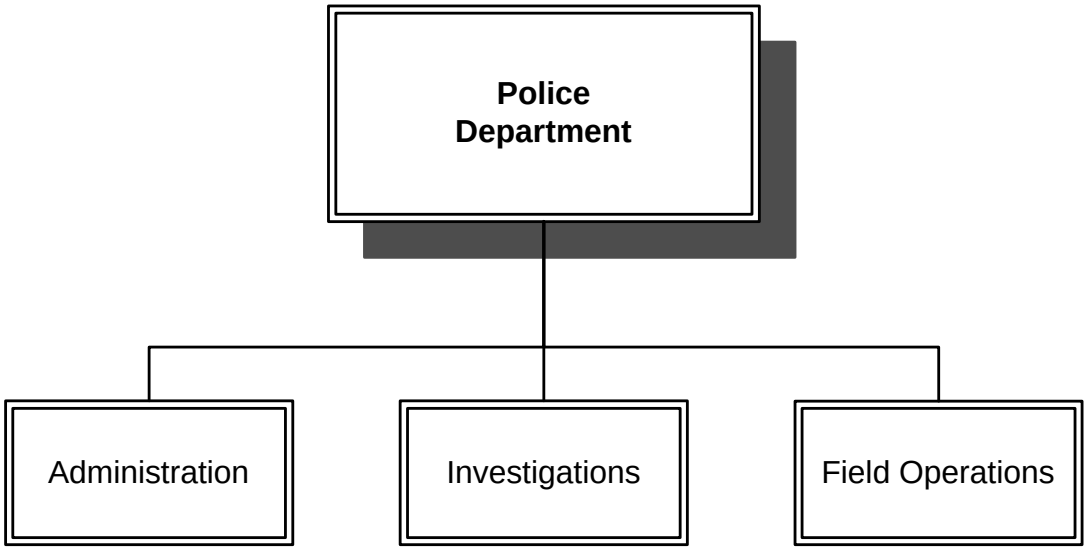
1. Approve 95% of plan reviews within 3 plan check reviews or less. Staff will meet with the permit applicant, owner, designer or contractor to explain corrections and/or concerns if plan reviews go beyond 3 reviews.
2. Ensure that 85% of inspections are made within 24 hours of initial request with reduced staff levels.
3. Resolve 90% of code enforcement cases within 90 days of the receipt of a valid complaint and without the use of citations.

Performance Measure	2010-2011 Actual	2011-2012 Actual	2012-2013 Target
Measure 1 - Plan Review Process	95%	95%	95%
Measure 2 - Inspections within 24 hours	90%	95%	95%
Measure 3 - W/out Citations W/in 90 days	85%	85%	90%

Building Inspection

100-1920

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 367,673	$ 245,399	$ 202,218	$ 202,218
613	Extra Help	200	-	-	-
614	Overtime	740	1,854	-	-
615	Total Benefits	197,386	149,337	124,576	119,819
Salaries & Benefits Sub - Total		**566,000**	**396,590**	**326,794**	**322,037**
622	Telephone	5,856	4,177	5,988	5,894
623	Postage & Freight	321	278	400	400
625	Forms & Supplies	2,844	1,456	2,900	2,800
626	Printing & Binding	1,398	14	1,400	1,400
627	Professional Services	4,583	1,668	15,882	15,882
628	Travel & Meeting	10	1,333	-	-
631	Dues & Subscriptions	1,482	4,196	1,500	1,500
633	Equipment - O & M	625	-	300	300
634	Special Equipment - O & M	129	-	175	175
635	Vehicle - O & M	19,499	16,313	11,737	9,926
638	Small Tools & Supplies	793	1,064	1,000	1,000
639	Training Programs	231	257	300	300
641	Water Purchases	-	63	151	176
642	Uniform Clothing	164	426	500	500
643	Insurance	6,583	5,434	4,397	3,345
658	Technology ISF	18,715	11,281	5,556	4,666
Supplies & Services Sub - Total		**63,231**	**47,959**	**52,186**	**48,264**
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 629,231**	**$ 444,549**	**$ 378,980**	**$ 370,301**


Police
Department
Administration
Investigations
Field Operations

BUDGET SUMMARY

	Actual Expenditures 2009-10	Actual Expenditures 2010-11	Adopted/Amended Budget 2011-12	Adopted Budget 2012-13	Change From Year 2011-12 to 2012-13	% Change
Full Time Equivalent Positions	101.5	91.5	91.5	91.5	0.0	0.0%
Salaries & Benefits	$ 11,194,569	$ 11,189,113	$ 11,391,709	$ 11,394,634	$ 2,925	0.0%
Supplies & Services	1,655,731	1,650,278	1,743,384	1,525,407	(217,977)	-12.5%
Capital Acquisitions	11,004	99,799	-	-	-	0.0%
Contributions to Other Funds	-	-	-	-	-	0.0%
Total	**$ 12,861,303**	**$ 12,939,191**	**$ 13,135,093**	**$ 12,920,041**	**$ (215,052)**	**-1.6%**
Financing Sources						
General Fund	12,861,303	12,939,191	13,135,093	12,920,041		

PERSONNEL SUMMARY
(shown in full time equivalents)

	Adopted Budget 2010-11	Adopted Budget 2011-12	Adopted Budget 2012-13
Administration			
Police Chief	1	1	1
Administrative Manager	1	1	1
Administrative Assistant	1	1	1
Lead Records Clerk	1	1	1
Records Clerk I/II	4	4	4
Subtotal	8.0	8.0	8.0
Traffic Education and Enforcement			
Sergeant	1	1	1
Records Clerk	1	1	1
Community Service Officer	0	0	0
Officer	5	5	5
Subtotal	7.0	7.0	7.0
Investigation			
Captain	0	0	0
Commander	1	1	1
Sergeant	2	2	2
Officer	10	10	10
Field Services Technician	1	1	1
Subtotal	14.0	14.0	14.0
Field Operations			
Captain	1	1	1
Lieutenant	2	2	2
Sergeant	5	5	5
Officer	36	36	36
Community Service Officer	4	4	4
Reserve Officers (10 Officers)	1.5	1.5	1.5
Subtotal	49.5	49.5	49.5
Community Outreach			
Community Service Officer	0	0	0
Subtotal	-	-	-
Technology Resources			
Sergeant	1	1	1
Subtotal	1.0	1.0	1.0
Crime Analysis and Intelligence			
Crime Analyst	0	0	0
Records Clerk	0	0	0
Subtotal	-	-	-
Communications			
Communications Center Coordinator	1	1	1
Public Safety Dispatcher I/II	8	8	8
Public Safety Dispatcher III	3	3	3
Subtotal	12.0	12.0	12.0
Grand Total	91.5	91.5	91.5

MISSION STATEMENT

To work in partnership with the community toward the goals of protecting life and property, solving neighborhood problems and enhancing the quality of life in our city.

SERVICE DESCRIPTION

The overall responsibility for effective and efficient operation of police services within the City of Yuba City is coordinated by, and ultimately the responsibility of, Department Administration. By State law, the Chief of Police is the responsible officer. Much the same as any large organization, the Chief benefits from the assistance of his senior commanders; engagement in participative management; gaining guidance from the City Manager, City Council and the citizens we serve. The Police Administrative Unit sets the Department on a strategic focus.

Collateral activities of the Unit include Business and Records Management, operation of the Office of Public Responsibility and legislative coordination of issues at the State and Federal levels of government with potential impact on the members of our community.

STRATEGIC ISSUES

1. Instill and reinforce the ethical principles and quality values that professional law enforcement is known for in all our new police employees.

2. Implement and/or modify as required, our Strategic Plan document to effectively plan for personnel and infrastructure enhancements in order to adequately address the needs of our expanding City population.

3. Continue to keep our focus on creating viable community partnerships and engaging in effective problem solving with the ongoing goal of continued excellent customer service.

4. Foster continued principles of individual and group accountability by virtue of COMPSTAT/Intelligence Led Policing (bi-weekly meetings involving representation of all Police Department groups, examining crime patterns, areas of concern, internal procedures which can be improved and evaluation of created action plans). This is done with the belief in mind that the absence of crime is the best evaluator of police performance.

5. Track technology advancements, which could enhance our effective and efficient delivery of police service and/or benefit officer safety. Look for and apply for grants as they become available, with a special attention towards non-matching fund grants.

6. Continue to evaluate community needs and balance with cities economic status to provide the best quality service that is possible, while maintaining trust and partnership with our citizens.

FY 2011 - 2012 ACCOMPLISHMENTS

- In 2010-2011 we revised a Police Strategic Plan, for a five year forecast of needs within the agency and city to enable us to grow out to the year 2015. Addressed Patrol, Investigations, Dispatch and Traffic concerns. With the current economic situation the department was tasked with prioritizing services to look at reduced numbers of positions. As a result we have developed alternative scenario's, which will result in the five year plans being extended out for a couple of years to allow the economic issues to stabilize.

- Despite the loss of State funding, we have continued to operate our regional Narcotic and Gang Task Force. We continue to work in partnership with our local law enforcement allies in maintaining yet modifying this invaluable program.

- In calendar year 2011 the YCPD issued 700 citations to individuals driving without a license or driving on a suspended license.

- Graduated our 29th and 30th Citizen Police Academy – accounting for over 650 attendees in the last 14 years.

- Increased our number of Volunteers in Policing.
- Records department processed 6,856 police reports and 4,995 subpoenas.
- Tracked over 2,000 alarms and processed corresponding false alarm billing. The result of this significantly reduced patrol calls for service for false alarms.
- Continued to be an integral part of the Yuba/Sutter Gang Task Force. The GTF was responsible for 80 arrests and investigating 73 felony gang cases.
- Responded to 44,897 calls for service and made over 2800 arrests for the past fiscal year.
- Applied for and received over $300,000 of grant money from Federal and State agencies. This money was used for alcohol, drug, and traffic enforcement.
- Partnered with Sutter County Probation and the Yuba City Unified School District to deliver gang intervention training through the G.R.E.A.T. (Gang Resistance and Education Training) program. School Resource Officers provides this training to 5th grade students on a weekly basis.
- Gang Suppression Unit (2-person in-house gang unit) arrested 93 gang members or their affiliates and wrote 184 Field Interrogation Reports identifying gang members or their affiliates in the Yuba City area.
- Continued its partnerships with local agencies from Yuba/Sutter County in the Yuba/Sutter Anti-Gang Enforcement deployments which resulted in 24 deployments and 99 arrests.
- Tied for first place in the California Law Enforcement Challenge, in the 51-70 sworn officer category. This is in recognition of having the best overall traffic safety programs in the State. Also received a special award for our bicycle/pedestrian safety program.

FY 2012 - 2013 INITIATIVES

- Expand on neighborhood planning to identify and prioritize needs in targeted neighborhoods, in partnership with Code Enforcement. This will be dependent on Code Enforcement staffing.
- Reduce gang violence through suppression, diversion, intervention and prevention utilizing a regional coordination approach.
- Continue to increase our Traffic Index, with the use of external grants and enhanced directed patrols.
- Complete the shift to crime reporting on-line minor violations and expand upon the use of paperless report writing. Expand the program as we start to feel the extra load on Community Service Officers who have had their staffing reduced by 50% from 8 to 4 persons.
- Continue to reassess staffing and financial losses from the state in order to maintain services at a level that will maintain a high standard of public safety. Losses include funding of Gang/Drug Task Force, and reduction of prison population due to AB 109.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Enhance community safety by reducing the serious (Part 1) crime rate. We hope to continue the reduction in part I crimes that have seen a drop in rates of over 50% in the past ten years, but realize that the economy plays a significant role in this particular statistic. With numbers at an all-time low we hope to maintain the reduction, through the use of collaborative resources.
2. Reduce injury accidents by 1.67 per month average to a total of 240. Achieve a traffic enforcement index of 25%. This is the National Highway Traffic Safety Administration recommended number in

order to decrease the number of injury accidents. The index is a ratio of hazardous citations to injury accidents.

3. Install Video Cameras in Patrol Cars, to enhance officer safety and to document traffic stops for future education benefits. The department will use grant funding to pay for this expense.

Performance Measure		2010-2011 Actual	2011-2012 Actual	2012-2013 Target
Measure 1 -	Serious Crime Rate Reduction	29.9	30.8	30
Measure 2 -	Traffic Enforcement Index	24.8	22	25.0%
Measure 3 -	In Car Video Camera	0	50%	100%
Measure 4-	Injury Accidents	252	258	240

*Measure 4 is included in Measure 2.

Police Administration

100-2120

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 489,620	$ 521,117	$ 503,256	$ 507,070
613	Extra Help	-		-	-
614	Overtime	589	1,515	3,150	3,150
615	Total Benefits	251,852	272,378	316,882	321,698
Salaries & Benefits Sub - Total		**742,060**	**795,010**	**823,288**	**831,918**
621	Heat & Power	77,188	77,133	81,500	81,500
622	Telephone	70,993	77,936	76,458	76,128
623	Postage & Freight	9,487	5,905	10,000	10,000
625	Forms & Supplies	24,981	22,475	26,700	26,700
626	Printing & Binding	6,788	10,627	8,000	8,000
627	Professional Services	13,782	16,689	14,700	14,700
628	Travel & Meeting	1,275	1,440	1,500	1,500
631	Dues & Subscriptions	3,307	4,853	5,000	5,000
633	Equipment - O & M	152,920	143,733	160,506	160,506
635	Vehicle - O & M	13,121	12,205	10,445	8,523
636	Buildings & Facility - O & M	23,327	32,709	25,000	25,000
638	Small Tools & Supplies	5,231	2,335	4,700	4,700
639	Training Programs	142	-	-	-
641	Water Purchases	-	1,077	1,775	4,315
642	Uniform/Clothing	606	-	-	-
643	Insurance	8,283	8,985	33,088	40,002
658	Technology ISF	10,976	7,754	7,914	7,280
Supplies & Services Sub - Total		**422,408**	**425,855**	**467,286**	**473,854**
692	Capital Acquisitions	-	99,089	-	-
Acquisitions Sub - Total		**-**	**99,089**	**-**	**-**
	Total Appropriations	**$ 1,164,469**	**$ 1,319,954**	**$ 1,290,574**	**$ 1,305,772**

SERVICE DESCRIPTION

The Traffic Education and Enforcement Unit is committed to providing safe transportation corridors, which allow various types of vehicles and pedestrians to safely share the public thoroughfares of our city.

The Unit employs numerous programs to combat injury collisions.

1. The Suspended Traffic Offender Program (S.T.O.P) targets suspended and unlicensed drivers. The majority of these drivers have been involved in traffic related incidents, resulting in license suspension. This program has a major impact on all alcohol related incidents, including a major reduction in DUI arrests, a reduction in habitual offenders involved in DUI crashes, and DUI crashes in general. This program follows the guidelines set forth in California Vehicle Code Sections 14602.6 and 14607.6. These sections prescribe 30-day storage of vehicles driven by suspended or unlicensed drivers. To gain release of the vehicle prior to the 30 days, the registered owner can request a post storage hearing with the traffic sergeant by calling (530) 822-4795. Subsequent violations can result in forfeiture of the vehicle.

2. "Every 15 Minutes" is a two-day program focusing on juniors and seniors in high school that challenges them to think about drinking, personal safety, and the responsibility of making mature decisions when lives are involved. This program requires nine months preparation by a committee composed of 30 community members. It has served 12 local high schools and military personnel at Beale Air Force Base.

3. The Neighborhood Speed Awareness (NSA) program is designed to reduce speed in residential neighborhoods through a combination of education and enforcement. Violators cited under this program attend a class designed to inform the driving public of the need for speed compliance. Attendance in the class requires active participation by the students in an informative/interactive hour and a half session. Successful completion of the class nullifies the citation and assures better driving habits.

4. The Bicycle Enforcement and Education Program (B.E.E.P) is a first-time offender program designed to encourage youth under the age of 18 to comply with the law requiring helmet use. Bicycle Court is held at the police department and is conducted by the Sutter County Probation Department. Helmet use has increased due to this program, resulting in a reduction of injuries to bicyclists.

5. The Occupant Protection Program includes a variety of education programs designed to reduce injuries associated to collisions. Among the occupant protection programs are Child Safety Seat Checkup Events, Bicycle Rodeos, and the Saved by the Belt Award. Child Safety Seat Checkup Events are held within our community and enlist certified NHTSA Child Safety Seat Technicians working to teach caregivers how to properly install their car seat. Child Safety Seat Technicians also inspect child seats to ensure they are safe and there are no factory recalls. Bicycle Rodeos are held in local schools and aim to teach youth the rules of the road and to safely operate their bicycles. The traffic unit also receives funding through the Office of Traffic Safety (OTS) to replace some defective car seats and provide bicycle helmets at Bicycle Rodeo events. The Saved by the Belt Award seeks to recognize those who were spared significant injury during a collision from using proper seatbelt and occupant safety measures. Recipients of the award are provided a certificate of recognition.

6. Speed Feedback trailers are available to be deployed in areas where speeding problems exists. The trailers provide motorists awareness of their speed through a large digital display. The speed feedback trailers seek to increase awareness and voluntary compliance with the speed limits. If you would like to request a speed feedback trailer be deployed at a specific location, please contact the traffic unit at (530) 822-4795.

7. The Traffic Education and Enforcement Unit offers the following additional services:

- Provide assistance with street closures for public events, traffic education for the general public and community service groups.
- Conduct bicycle rodeos at sites open to the general public.
- Provide traffic safety education (auto, bicycle and pedestrian) in the Yuba City Unified schools. .
- Conducts DUI checkpoints and Saturations patrols to reduce drunk and drugged driving in our community.

FY 2011 - 2012 ACCOMPLISHMENTS

- Conducted 65 presentations and trainings to an audience in excess of 5,000 people.
- Provided training to all Field Operations personnel in the area of standardized field sobriety tests (SFST).
- The agency arrested 185 people for driving under the influence in calendar year 2011.
- In calendar year 2011 the agency issued 695 citations to individuals driving without a license or with a suspended license.

FY 2012 - 2013 INITIATIVES

- Maintain the current number of members of the Traffic Education and Enforcement unit at five motor officers with the prerequisite training.
- Provide a minimum level of training to all traffic officers in the area of collision investigation to Advanced Collision Investigations.
- Provide training related to DUI investigations through all traffic personnel and at least 20 patrol officers attending Advanced Roadside Influence Detection Enforcement course.
- Provide ongoing training to patrol shifts in the areas of DUI investigations, directed enforcement activities, and traffic safety for a minimum of six trainings a year.
- Maintain enforcement efforts in the area of unlicensed and suspended drivers.
- Provide training to all patrol personnel in the areas of collision investigation in an effort to provide a higher level of service to the community.
- Continue to pursue repeat DUI offenders through Court Stings and Surveillance Operations.
- The department will strive to reduce collisions through enhanced education and enforcement efforts with a goal of increasing the traffic enforcement index to 25%.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

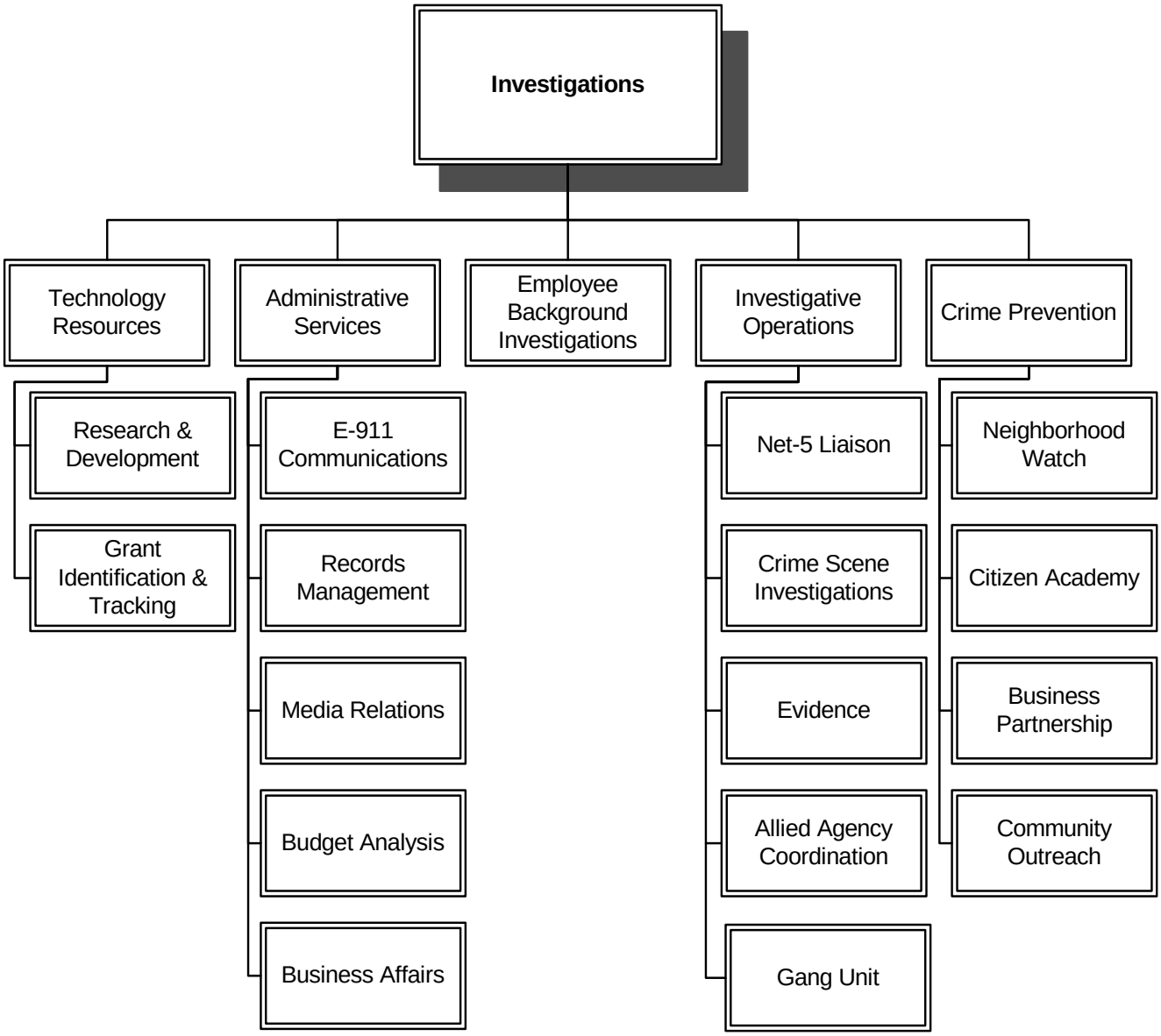
1. Achieving an enforcement index of 25% during 2012-2013.
2. Providing educational forums on traffic safety with a target of 65 forums during 2012-13.

Performance Measure		2009-2010 Actual	2010-2011 Actual	2011-2012 Actual	2012-2013 Target
Measure 1	Enforcement Index	19.1%	24.8%	22.0%	25.0%
Measure 2	Education Forums	58	60	65	65
Measure 3	DUI Accidents	59	39	43	<40

Traffic Education and Enforcement

100-2110

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 485,019	$ 477,395	$ 457,948	$ 459,969
613	Extra Help	14,237	15,996	16,000	16,000
614	Overtime	93,380	64,967	55,355	55,346
615	Total Benefits	315,948	337,593	353,044	345,143
Salaries & Benefits Sub - Total		**908,584**	**895,951**	**882,347**	**876,458**
622	Telephone	1,008	1,008	1,008	678
624	Advertising	-	-	500	500
626	Printing & Binding	-	-	200	200
627	Professional Services	90	-	250	250
628	Travel & Meeting	140	-	-	-
635	Vehicle - O & M	43,788	53,163	111,714	34,506
638	Small Tools & Supplies	9,291	20,025	21,000	21,000
639	Training Programs	3,480	4,989	4,500	4,500
642	Uniform Clothing	2,108	2,015	1,860	1,860
643	Insurance	9,530	9,693	7,755	8,776
658	Technology ISF	4,030	4,052	4,196	3,351
660	Other Material and Supplies	615	-	750	750
Supplies & Services Sub - Total		**74,079**	**94,945**	**153,733**	**76,371**
692	Capital Acquisitions	11,004	-	-	-
Acquisitions Sub - Total		**11,004**	**-**	**-**	**-**
	Total Appropriations	**$ 993,667**	**$ 990,896**	**$ 1,036,080**	**$ 952,829**


Investigations
Technology Resources
Administrative Services
Employee Background Investigations
Investigative Operations
Crime Prevention
Research & Development
Grant Identification & Tracking
E-911 Communications
Records Management
Media Relations
Budget Analysis
Business Affairs
Net-5 Liaison
Crime Scene Investigations
Evidence
Allied Agency Coordination
Gang Unit
Neighborhood Watch
Citizen Academy
Business Partnership
Community Outreach

SERVICE DESCRIPTION

It is the responsibility of the Investigations Unit to conduct follow-up investigations of felony crimes and all other incidents requiring in-depth inquiry. The Unit acts as the investigative liaison to allied police agencies at the local, state and federal levels of government. Investigations continue to interact with local merchants and business associations providing input and training as requested. We view this interdependent relationship as crucial to keeping our agency, residents and business community ready to meet future law enforcement challenges.

FY 2011 - 2012 ACCOMPLISHMENTS

- Supplied in-house briefing training on multiple topics related to patrol response and handling of high priority felony crime events, in order to improve efficiency and communication related to felony investigations.

- With the assistance of patrol personnel, contacts were made with mandated sexual offender registrants, regarding registration compliance and/or offenses, in an effort to maintain current contact and locator information on these subjects as required by 290PC (et seq). Approximately 99% of the registrants were contacted and found to be in compliance.

- Investigators authored 66 search warrants and court orders, made 58 arrests and 47 warrant requests for a variety of felony and misdemeanor charges. Investigators closed 182 cases and authored 387 supplemental reports.

FY 2011 - 2012 INITIATIVES

- In addition to their continued support and involvement with the Citizen Academy, members of the Investigations Unit will continue to interact with, and provide to, the local business community.

- Members of the Investigations Unit will work with the local business community to provide training and communicate trends in criminal activity that could potentially affect how they do business on a monthly basis.

- Assign investigators to regularized training topics for purposes of in-service briefing session training for patrol personnel, related to major criminal investigation.

- Continue producing the quarterly Investigations News as a means of sharing relevant training and legal issues.

- The Gang Investigations Unit will work with allied agencies and the Gang Task Force to develop intelligence information that will assist in ongoing investigations and potentially prevent gang related crimes before they might occur.

- Impact the gang issues faced in the community through the use of our internal gang unit and the resources of the Gang Task Force. Continue to combat the increase of gang activity into our community, and maintaining this as a priority when assigning investigators to cases. Maintain a zero tolerance for gang activity and violence.

- Conduct 290 PC compliance checks of registered sex offenders at least three times a year.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Effectively investigate and make at least one contact a year with each registered sex offender living within City limits.

2. Maintain a high level of service and professionalism via the business community presentations.

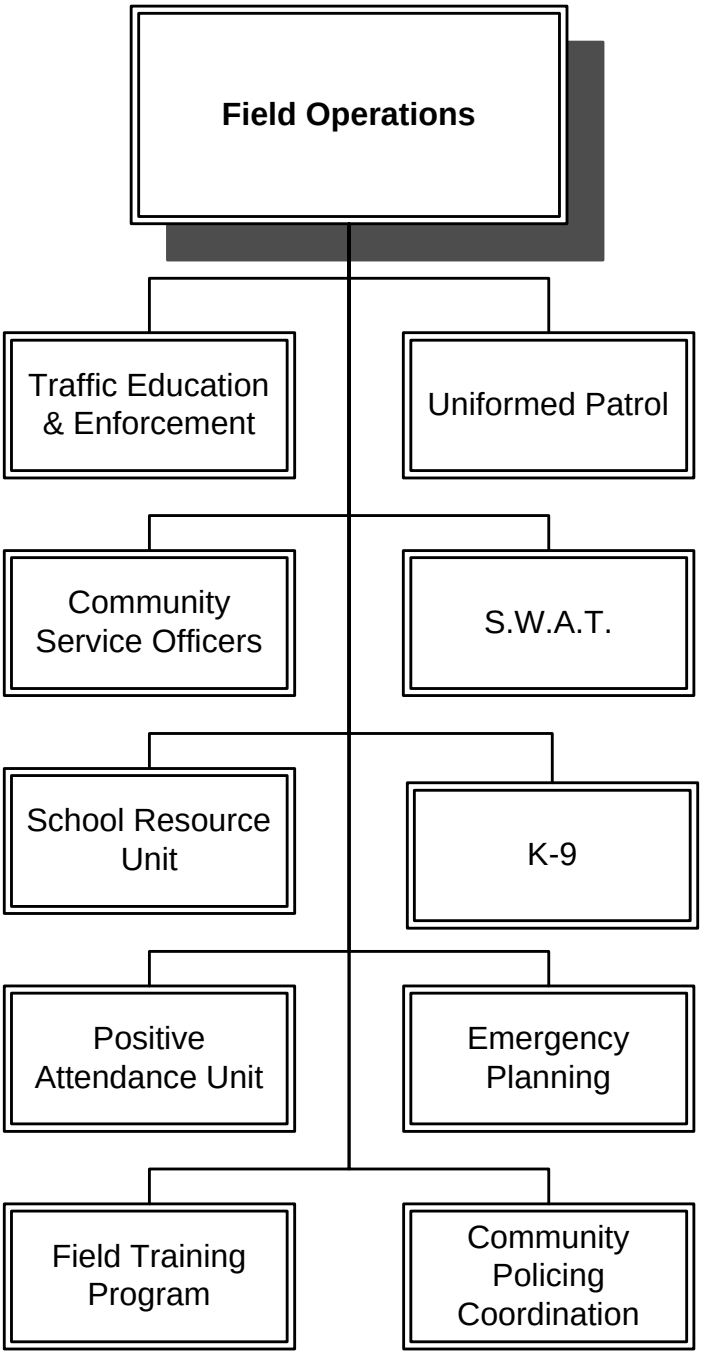
3. Provide training for newly assigned investigator's to include Robert Presley ICI Core Course and Child Abuse Investigations Training Program.

Performance Measure	2010 2011 Actual	2011 2012 Actual	2012 2013 Target
Measure 1 - Sex Offender Contacts	<98%	99%	100%
Measure 2 - Business Presentations	12	29	30
Measure 3 - Course Training	<80	<90	100%

Investigations

100-2130

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 1,146,105	$ 1,110,203	$ 1,036,366	$ 1,068,483
613	Extra Help	-	.	-	-
614	Overtime	179,953	160,300	141,500	141,500
615	Total Benefits	668,347	712,097	757,012	764,370
Salaries & Benefits Sub - Total		**1,994,405**	**1,982,600**	**1,934,878**	**1,974,353**
622	Telephone	2,592	2,982	2,592	1,744
627	Professional Services	56,110	53,852	159,200	159,200
628	Travel & Meeting	1,882	1,912	1,500	1,500
634	Special Equipment - O & M	1,314	519	1,000	1,000
635	Vehicle - O & M	126,208	99,139	64,470	84,975
638	Small Tools & Supplies	5,205	6,409	6,000	6,000
639	Training Programs	1,225	2,752	4,500	4,500
643	Insurance	18,788	20,445	16,700	20,014
651	Reimbursable	920	363	-	-
658	Technology ISF	16,739	11,635	11,939	10,457
660	Other Material and Supplies	49	2,000	1,000	1,000
Supplies & Services Sub - Total		**231,033**	**202,008**	**268,901**	**290,390**
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 2,225,438**	**$ 2,184,608**	**$ 2,203,779**	**$ 2,264,743**


Field Operations
Traffic Education & Enforcement
Uniformed Patrol
Community Service Officers
S.W.A.T.
School Resource Unit
K-9
Positive Attendance Unit
Emergency Planning
Field Training Program
Community Policing Coordination

SERVICE DESCRIPTION

The Field Operations Unit is the most visible segment of law enforcement operations within the City. Members of the Unit are the frontline in responding to emergencies of all types, citizen needs/concerns and providing aid in neighborhood problem solving within a Community Policing Philosophy. Employees assigned to this Unit, like any other segment of the department, are expected to use professional, mature and ethical approaches in analyzing and fairly resolving critical events in a person's life.

FY 2011 - 2012 ACCOMPLISHMENTS

- Continued participation in our regional anti-gang task force, the Yuba Sutter Anti-Gang Enforcement (YSAGE).
- Continued to work closely with the Sacramento Regional Terrorism Threat Assessment Center through the utilization of our terrorism liaison officers.
- Continued to assign officers, sergeants, and lieutenants to geographic areas (beats) within our city to improve accountability and effectiveness.
- Continued to pursue a policy of Zero Tolerance for gang activity.
- Continued our partnership with Sutter County Probation and the Yuba City Unified School District to deliver gang intervention training through the G.R.E.A.T. (Gang Resistance and Education Training) program. School Resource Officers provide this training to 5th grade students on a weekly basis.

FY 2012 - 2013 INITIATIVES

- Hiring and training standards will be maintained to ensure professionalism and integrity.
- The COMPSTAT process will continue to be utilized to ensure accountability and responsibility throughout the department.
- The prevention of and response to gang related crime will remain a top priority for the patrol division. The Division will continue to work in conjunction with the Yuba Sutter Gang Task Force to deter gang related crime.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Work as a collective force, utilizing all available data and effective planning, toward continued crime rate reductions.
2. Utilize all available data and effective planning, toward continued injury collision reductions.
3. Officers will make a concerted effort to increase school visits, neighborhood watch meetings, business crime reduction meetings, and self-initiated security checks. This will become increasingly important as new schools, businesses and neighborhood watch teams become part of our local law enforcement jurisdictional area. This process will encourage involving citizens in crime reduction techniques while introducing the officers to members of their community.

Performance Measure	2010 2011 Actual	2011 2012 Actual	2012 2013 Target
Measure 1 - Crime Rate Reduction	29.9	30.8	28
Measure 2 - Traffic Enforcement	24.8	22	25
Measure 3 - Community Contacts	125	125	125
Measure 4*- Injury Collisions	252	240	225

*Measure 4 is included in Measure 2.

Field Operations

100-2140

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 3,370,852	$ 3,388,098	$ 3,336,987	$ 3,325,559
613	Extra Help	14,681	29,132	25,000	25,000
614	Overtime	644,730	636,549	602,150	601,730
615	Total Benefits	2,172,714	2,227,030	2,550,377	2,509,486
Salaries & Benefits Sub - Total		**6,202,977**	**6,280,809**	**6,514,514**	**6,461,775**
622	Telephone	4,032	4,032	4,032	2,713
624	Advertising	-	98	-	-
627	Professional Services	12,124	9,377	26,000	26,000
628	Travel & Meeting	11,124	2,811	6,299	6,299
631	Dues & Subscriptions	1,059	1,685	1,200	1,200
634	Special Equipment - O & M	48,287	46,358	52,315	52,315
635	Vehicle - O & M	469,545	524,457	456,108	316,074
638	Small Tools & Supplies	11,656	9,099	10,635	10,635
639	Training Programs	4,447	5,029	6,649	6,500
642	Uniform Clothing	9,475	13,872	15,536	15,536
643	Insurance	108,003	104,427	58,005	65,554
651	Reimbursable	12,101	(7,051)	-	-
658	Technology ISF	148,111	135,341	137,227	100,314
Supplies & Services Sub - Total		**839,964**	**849,535**	**774,006**	**603,140**
692	Capital Acquisitions	-	710	-	-
Acquisitions Sub - Total		**-**	**710**	**-**	**-**
	Total Appropriations	**$ 7,042,940**	**$ 7,131,054**	**$ 7,288,520**	**$ 7,064,915**

Community Outreach

SERVICE DESCRIPTION

The Community Outreach Unit, like the agency in total, operates under the philosophy of Community Oriented Policing and Problem Solving (COPPS). The Unit works in partnership with the community and various agencies within the City and County to promote proactive problem solving and enhance the quality of life for our citizens and visitors to our community. The Unit has collateral oversight responsibility for the Volunteers in Policing (VIP's) program. As of 2010-2011 this division is only staffed by volunteers and a coordinator who schedules and coordinates the Citizen Academy.

FY 2011 - 2012 ACCOMPLISHMENTS

- Facilitated the 29th and 30th Citizens Police Academy Programs, which offer community members an in-depth look at the operation of their police agency.
- Conducted a combined Community Awareness Expo at the Yuba-Sutter Fair in cooperation with the Traffic Enforcement and Education Unit, as well as members of the California Highway Patrol. Free safety information was distributed to the community at this event.
- Acted as liaison with local churches to eradicate graffiti within the community.
- Served on the Law Enforcement Volunteers of California (LEVOC) conference planning committee.

FY 2012 - 2013 INITIATIVES

- Continuation of the Citizen Police Academy program, conducting one to two academies each year.
- Continue participation in the Law Enforcement Volunteers of California.
- Establish a quarterly newsletter for Yuba City Neighborhood Watch programs.
- Establish a new chain of command that utilizes and emphasizes the use of volunteers with overall supervision by a full-time employee.
- Advertise, coordinate and plan the National Night Out events for August of 2012. Ensure the Police Department has an adequate representation of sworn and civilian employees at the different events.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Schedule and conduct two Citizen Academies.

Performance Measure	2010-2011 Actual	2011-2012 Actual	2012-2013 Target
Measure 1 - Conduct 2 Citizen Academies	2	2	2

Community Outreach

100-2150

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 59,334	$ 1,007	$ -	$ -
613	Extra Help	-	-	-	-
614	Overtime	1,435	-	2,700	2,700
615	Total Benefits	12,852	432	62	265
Salaries & Benefits Sub - Total		**73,621**	**1,439**	**2,762**	**2,965**
622	Telephone	144	144	144	97
624	Advertising	768	1,404	1,500	1,500
625	Forms & Supplies	1,400	2,440	2,600	2,600
626	Printing & Binding	101	-	500	500
627	Professional Services	98	266	-	-
631	Dues & Subscriptions	30	-	100	100
635	Vehicle - O & M	3,786	3,243	2,364	1,927
639	Training Programs	473	709	750	750
643	Insurance	764	47	38	45
658	Technology ISF	920	696	714	632
660	Other Material and Supplies	1,937	1,779	2,000	2,000
Supplies & Services Sub - Total		**10,421**	**10,728**	**10,710**	**10,151**
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 84,042**	**$ 12,167**	**$ 13,472**	**$ 13,116**

Technology Resources

SERVICE DESCRIPTION

The Technology Resources Unit serves the Department as a central coordination point for computer and communications capabilities needed to efficiently and effectively render policing services to the community by means of emerging technologies.

FY 2011 - 2012 ACCOMPLISHMENTS

- Acquired and installed new scheduling software to help track and reduce the use of overtime.
- With the help of finance purchased five patrol vehicles and outfitted them with equipment, keeping the patrol fleet up to date.
- Purchased new and innovative covert equipment for use in the Investigations Unit of the department.

FY 2012 - 2013 INITIATIVES

- Continue to liaison with finance for purchase and outfitting of departmental vehicles while ensuring the Department is able to fully support the patrol division. This will be more difficult due to the vehicles changing design.
- Provide supervision and support to Evidence/Property room personnel.
- Finalize implementation of a new report writing program to help defer personnel overtime and data entry requirements.
- Work with IT Department and our Dispatch Unit to acquire a new e911 system.
- Facilitate the updating of the department's public web site enabling more user inactivity.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Coordinate and facilitate the process of making on-line crime reporting available to citizens of the community for specific crimes and traffic accidents.
2. Ensure that all COMPSTAT reports are completed and distributed in a timely manner.
3. Ensure Evidence/Property room items are purged as required.

Performance Measure	2010-2011 Actual	2011-2012 Actual	2012-2013 Target
Measure 1 - On-Line Crime Reporting	90%	100%	100%
Measure 2 - COMPSTAT	90%	95%	100%
Measure 3 - Evidence/Property	70%	80%	95%

Technology Resources

100-2155

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 89,957	$ 89,769	$ 85,593	$ 85,593
613	Extra Help	-	-	-	-
614	Overtime	537	1,029	3,150	3,150
615	Total Benefits	53,621	56,625	60,619	59,937
Salaries & Benefits Sub - Total		**144,116**	**147,423**	**149,362**	**148,680**
622	Telephone	288	288	288	194
625	Forms & Supplies	931	841	1,000	1,000
631	Dues & Subscriptions	45	.	150	150
635	Vehicle - O & M	5,110	4,233	1,258	3,852
639	Training Programs	3,295	2,687	3,200	3,200
643	Insurance	1,476	1,609	1,306	1,468
658	Technology ISF	3,610	2,544	2,590	2,437
660	Other Materials and Supplies	2,762	2,470	2,800	2,800
Supplies & Services Sub - Total		**17,517**	**14,673**	**12,592**	**15,101**
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 161,633**	**$ 162,095**	**$ 161,954**	**$ 163,781**

Crime Analysis and Intelligence

100-2160

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 56,815	$ 311	$ -	$ -
613	Extra Help	17,192	17,045	15,258	15,258
614	Overtime	-	-	900	900
615	Total Benefits	29,846	481	290	265
Salaries & Benefits Sub - Total		**103,852**	**17,837**	**16,448**	**16,423**
622	Telephone	1,584	1,584	1,584	1,066
625	Forms & Supplies	490	1,079	1,100	1,100
627	Professional Services	174	179	-	-
631	Dues & Subscriptions	55	-	100	100
633	Equipment - O & M	313	340	350	350
639	Training Programs	1,506	1,783	1,600	1,600
643	Insurance	1,161	280	227	267
658	Technology ISF	11,887	8,652	8,853	7,961
Supplies & Services Sub - Total		**17,171**	**13,898**	**13,814**	**12,444**
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 121,023**	**$ 31,734**	**$ 30,262**	**$ 28,867**

SERVICE DESCRIPTION

The Police Communications Unit serves as the Department's centralized public safety answering point (PSAP). It coordinates law enforcement, fire, medical responses and emergency medical dispatching within the City. The Communications Unit always strives to provide our community with the highest possible level of service in a timely and courteous manner. Coordination of emergency services through our center helps save lives, reduce injury and safeguard property through a commitment to professionalism, experience, knowledge and training.

FY 2011 - 2012 ACCOMPLISHMENTS

- Answered 147,410 telephone calls, 44,897 calls for service and 5,785 calls for Fire Service.
- Hosted Department of the Air Force representatives from Langley AFB, VA to demonstrate law enforcement interoperability
- Began Next Generation 911 equipment installation
- Established and implemented secure channel protocol
- Continued participation in paperless report writing and new scheduling committees
- Continued to staff Hostage Negotiations and Tactical Dispatch.
- Secured training for one Dispatcher to attend EMDQ training

FY 2012 - 2013 INITIATIVES

- Continue EMD Quality Assurance Committee
- Complete installation of Next Generation 911 equipment
- Hire two dispatchers to fill vacancies
- Maintain personnel for a swing-shift to accommodate peak hours

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

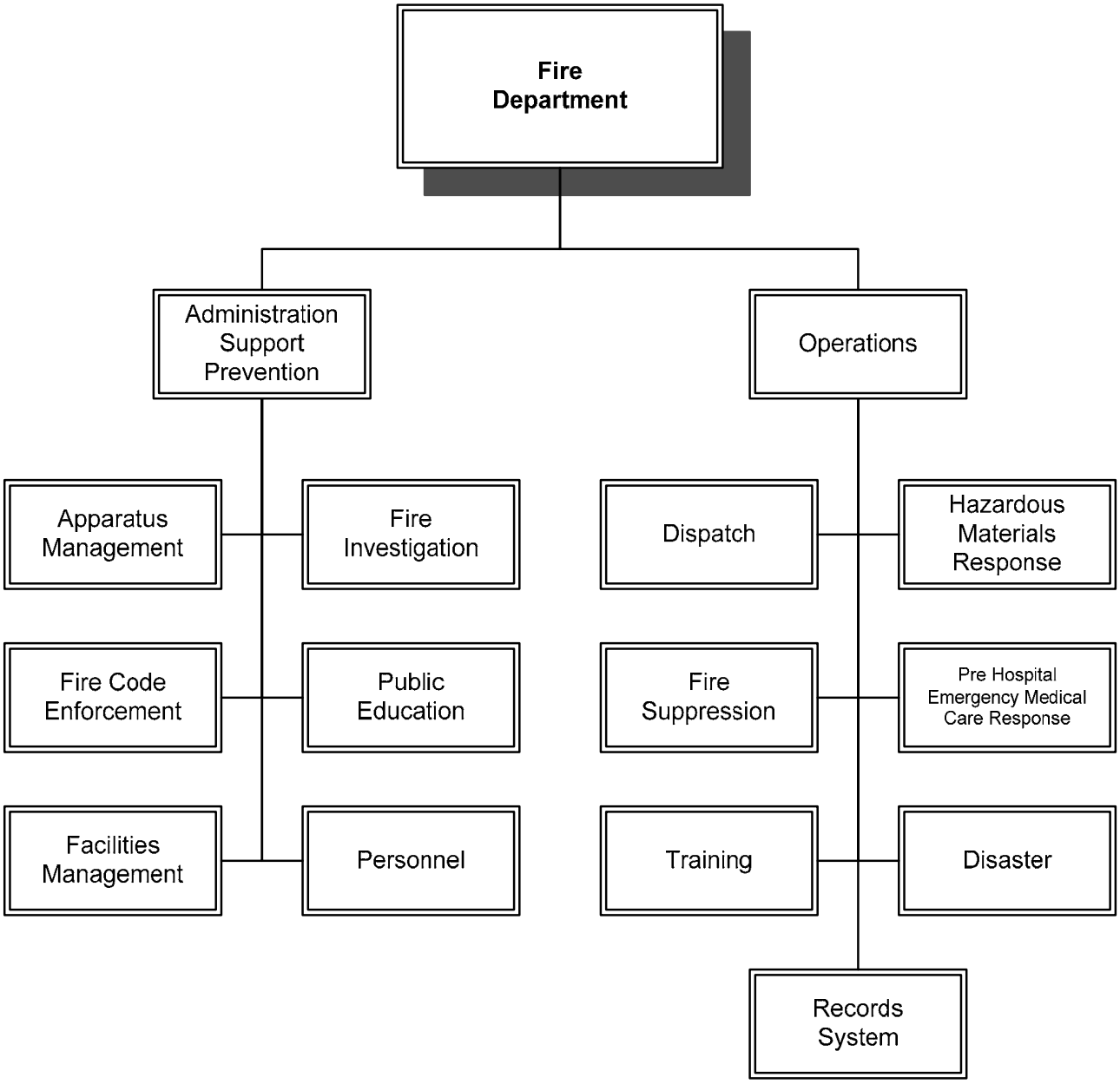
1. Complete installation of Next Generation 911 equipment
2. Finalize interoperability training
3. Research equipment and install State funded 911 system upgrade

Performance Measure		2010-2011 Actual	2011-2012 Actual	2012-2013 Target
Measure 1 -	Next Generation 911 equip install	0%	50%	100%
Measure 2 -	Interoperability Dispatch Training	n/a	80%	100%
Measure 3 -	Secure State funded 911 equip upgrade	n/a	20%	100%

Communications

100-2170

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 617,915	$ 648,430	$ 623,134	$ 628,564
613	Extra Help	-	-	-	-
614	Overtime	89,258	86,802	60,693	61,013
615	Total Benefits	317,780	332,814	384,283	392,485
Salaries & Benefits Sub - Total		**1,024,953**	**1,068,045**	**1,068,110**	**1,082,062**
622	Telephone	3,582	3,027	3,714	3,431
625	Forms & Supplies	1,040	224	1,500	1,500
628	Travel & Meeting	34	-	-	-
631	Dues & Subscriptions	352	330	500	500
633	Equipment - O & M	12,130	11,981	13,550	13,550
634	Special Equipment - O & M	994	1,435	2,500	2,500
638	Small Tools & Supplies	70	-	200	200
639	Training Programs	2,358	3,946	6,055	6,055
643	Insurance	12,175	12,222	10,041	11,406
651	Reimbursable	4,884	1,294	-	-
658	Technology ISF	5,520	4,178	4,282	4,814
Supplies & Services Sub - Total		**43,138**	**38,637**	**42,342**	**43,956**
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 1,068,091**	**$ 1,106,682**	**$ 1,110,452**	**$ 1,126,018**


Fire Department
Administration Support Prevention
Operations
Apparatus Management
Fire Investigation
Fire Code Enforcement
Public Education
Facilities Management
Personnel
Dispatch
Hazardous Materials Response
Fire Suppression
Pre Hospital Emergency Medical Care Response
Training
Disaster
Records System

BUDGET SUMMARY

	Actual Expenditures 2009-10	Actual Expenditures 2010-11	Adopted/Amended Budget 2011-12	Adopted Budget 2012-13	Change From Year 2011-12 to 2012-13	% Change
Full Time Equivalent Positions	55.1	55.1	55.0	55.0	0.0	0.0%
Salaries & Benefits	$ 8,704,127	$ 8,334,242	$ 7,879,840	$ 7,864,099	$ (15,741)	-0.2%
Supplies & Services	894,859	878,876	864,434	901,698	37,264	4.3%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions to Other Funds	-	-	-	-	-	0.0%
Total	**$ 9,598,986**	**$ 9,213,118**	**$ 8,744,274**	**$ 8,765,797**	**$ 21,523**	**0.2%**
Financing Sources						
General Fund	9,598,986	9,213,118	8,744,274	8,765,797		

PERSONNEL SUMMARY
(shown in full time equivalents)

	Adopted Budget 2010-11	Adopted Budget 2011-12	Adopted Budget 2012-13
Administration			
Fire Chief	1	1	1
Fire Prevention Manager	1	1	1
Administrative Analyst I/II/III	1	1	1
Fire Safety Inspector	1	1	1
Administrative Assistant	1	1	1
Administrative Clerk I/II/III	1	1	1
Subtotal	6.0	6.0	6.0
Operations			
Fire Division Chief	1	1	1
Battalion Chief	3	3	3
Fire Captain	15	15	15
Recruit Firefighter I/II - Fire Apparatus Operator	30	30	30
Reserve Firefighters (15 volunteer firefighters)	0.1	0	0
Subtotal	49.1	49.0	49.0
Grand Total	**55.1**	**55**	**55**

MISSION STATEMENT

The mission of the Yuba City Fire Department is to protect life, property, and the environment, through the delivery of innovative and efficient quality emergency management services in our community.

SERVICE DESCRIPTION

The Fire Administration & Support Division manages the financial, personnel, facilities, apparatus, fire code enforcement, and public education and fire investigation activities of the Department as well as coordinating the City's emergency preparedness efforts.

STRATEGIC ISSUES

1. Implementation of our Fire Department Vision of "Embracing a Lifestyle of Passion, Integrity and Honor, through Selfless Customer Service, Investing in our Employees and Investing in our Infrastructure" will be the cornerstone of our public service.

2. Our growing community and the furloughing of fire stations/fire engine companies continues to increase the demands placed upon our Fire Department. We will remain committed to getting the right response personnel and equipment to the right place as quickly as possible.

3. Local, State and Federal requirements involving staffing, deployment and personnel issues have and will continue to impact our ability to provide essential services. Staffing levels and organizational structure, training and retaining quality employees will continue to be a top priority.

4. Our community is accustomed to receiving high quality fire and life safety services. These services do come with a cost. Cost recovery, where appropriate, and revenue generation on a fee for service basis will continue to be a priority for the Fire Department.

5. Fire prevention efforts are well documented as being more cost effective than fire suppression efforts. Working with builders and developers to implement the requirements for built-in fire protection systems in business and residential development will be a priority in Yuba City.

6. Cooperating with neighboring fire and life safety service providers is in the best interests of our community. The Fire Department will continue to evaluate and pursue cooperative service agreements when possible. In the current economic downturn, delivery and receipt of mutual aid will be challenging due to decreased staffing patterns.

7. In an effort to be better prepared for a major emergency or disaster, the Fire Department will begin the phase of siting, design and funding through grants of a City Emergency Operations Center (EOC) and Regional Training Center.

FY 2011 - 2012 ACCOMPLISHMENTS

- From the 2011 Homeland Security Grant, Yuba City Fire received funding and reprogrammed portable and mobile radios to meet narrow-band compliance.

- From the 2009 and 2010 Homeland Security Grant, Yuba City Fire upgraded the Yuba City Police Dispatch Center, "Fire Side," to meet narrow-banding compliance.

- Yuba City Fire worked with six local Yuba-Sutter fire departments to combine and coordinate hazardous materials response capabilities in a Bi-County Regional HazMat Response Team.

- Yuba City Fire submitted and was awarded a $95,299 regional training grant under the 2011 Assistance to Firefighters Grant (AFG). The grant provides hazardous materials training courses for firefighters and Hazardous Materials Specialists on the Hazardous Materials Team.

- Yuba City Fire has developed a comprehensive strategy for delivering emergency preparedness training to the City organization and key emergency management personnel in the 2012-2013 fiscal year.

- On behalf of the City, Yuba City Fire works directly with Sutter County, Yuba County, Levee District No.1, Yuba City Unified School District, CalEMA, the Local Emergency Preparedness Committee and CalFire, as well as other private organizations in the development, coordination and communication of local and regional emergency response.

- Yuba City Fire provided fire and life safety education to approximately 4,028 school-aged children in our community.

- Yuba City Fire inspected 1,826 businesses in Yuba City correcting 927 violations.

- Yuba City Fire performed mandated State required fire inspections.

- Yuba City Fire partnered with other City departments in producing the ninth Annual 4th of July Children's Parade in Downtown Yuba City.

- Yuba City Fire completed the recruitment, background check, hiring and training of nine temporary firefighters to assist in maintaining critical staffing of fire engines.

FY 2012 - 2013 INITIATIVES

- Yuba City Fire will implement a comprehensive plan for the training of City personnel in emergency management response. Yuba City Fire will also coordinate the update of the City's emergency plan documents.

- Yuba City Fire will continue working with the community groups to assure coordination and integration with local emergency response agencies.

- Yuba City Fire will, in conjunction with Yuba City Police, continue with the preliminary planning and site plan development for a Yuba City Emergency Operations Center/Public Safety Training Center.

- Yuba City Fire will investigate and apply to State, Federal and private grant programs to assist in funding Fire Department operations.

- Yuba City Fire will continue to provide effective fire and life safety education to the school-aged children in our community.

- Yuba City Fire will continue to emphasize the prevention of fire and other peril through effective code adoption and enforcement activities in Yuba City.

- Yuba City Fire will work with other City departments to produce the tenth annual 4th of July Children's Parade.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Complete Fire Department Plan Checks within seven working days of receipt, with a target of completing 100 plan checks within seven working days during 2012-2013.

2. Complete a minimum of 1,500 fire code business inspections (self and onsite inspections) during 2012-2013.

3. Deliver a minimum of four Fire Safety House events during 2012-2013.

Performance Measure	2010-2011 Actual	2011-2012 Actual	2012-2013 Target
Measure 1 - Completed Fire Plan Checks	152	141	100
Measure 2 - Fire Code Inspections	1513	1826	1500
Measure 3 - Fire Safety House Events	3	4	4

Fire Administration

100-2305

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 560,351	$ 486,366	$ 488,610	$ 489,619
613	Extra Help	-	-	500	500
614	Overtime	19,532	-	-	-
615	Total Benefits	232,326	284,159	306,980	315,749
Salaries & Benefits Sub - Total		**812,209**	**770,525**	**796,090**	**805,868**
622	Telephone	1,296	1,296	1,296	872
623	Postage & Freight	1,641	1,527	2,000	2,000
626	Printing & Binding	791	678	1,000	1,000
627	Professional Services	9,753	18,195	16,975	16,975
628	Travel & Meeting	989	-	-	-
635	Vehicle - O & M	8,909	9,622	6,387	5,263
636	Buildings & Facility - O & M	378	565	1,500	1,500
639	Training Programs	7,840	4,656	5,000	5,000
643	Insurance	8,225	6,710	6,997	8,107
658	Technology ISF	11,014	8,934	9,151	7,670
Supplies & Services Sub - Total		**50,837**	**52,183**	**50,306**	**48,387**
692	Equipment	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 863,045**	**$ 822,708**	**$ 846,396**	**$ 854,255**

SERVICE DESCRIPTION

The Fire Operations Division is responsible for the delivery of all emergency response services including pre-hospital emergency medical, fire suppression, hazardous materials, technical rescue, and water rescue. The Fire Operations Division is also responsible for the delivery of all Federal, State and locally mandated training in support of the services delivered. Fire Operations also coordinates with the Police Department and Information Technology regarding the Computer Aided Dispatch System and Records Management Systems.

FY 2011 - 2012 ACCOMPLISHMENTS

- All personnel participated in the development of a Vision Statement for the Yuba City Fire Department, as well as set goals to support the Vision.
- Completed annual fire engine, hose and ladder tests as required by National Fire Protection Association (NFPA) standards.
- Completed all required continuing education training for Hazardous Materials First Responders and Hazardous Materials Specialists as required by the State of California.
- Provided continuing education training for the Advanced Technical Rescue (ATR) Team.
- Maintained all State required Emergency Medical Service (EMS) training for all first responder operational staff personnel.
- Provided over 12,631 hours of training to maintain and enhance the skills, knowledge and abilities of personnel.
- Worked in conjunction with the Police Department and Information Technology to upgrade the City Public Safety Automatic Vehicle Location (AVL) Dispatch system, to help reduce response times of emergency vehicles.
- Developed and provided comprehensive policies, procedures and training on preventing communicable disease exposure to our personnel.
- Completed formal recruitment process for Captain assessment, resulting in the creation of a formal Captain promotion list and an Acting Captain list.
- Completed formal recruitment process for Fire Apparatus Operator (FAO) assessment, resulting in the creation of a formal FAO promotion list and an Acting FAO list.
- Began working with area fire departments to develop operational procedures and policies for the joint operation of a Bi-County Regional HazMat Response Team.
- Completed the exterior weatherization and interior remodel of Fire Station 7.

FY 2012 - 2013 INITIATIVES

- Continue to provide all Fire Department personnel with Federal, State and locally mandated training relating to the services they provide, including preparing future supervisors and managers for possible promotion.
- Participate in the implementation of the Yuba City Fire Department's Vision and Strategic Planning process.
- Work with Yuba College to provide cost effective training to emergency response personnel including State Fire Marshal's Office certified training classes.
- Continue to evaluate emergency response data, especially "call stacking" and furloughed stations, to ensure that response times are minimized where possible.
- Continue working with Information Technology to maintain and enhance the availability of critical emergency response data through the use of Mobile Data Terminals (MDT's).

- Continue to provide the necessary equipment and training to ensure that all firefighters can operate as safely and effectively as possible.

- Provide required specialized training to all "specialized emergency response team" personnel to maintain and enhance their skills.

- Complete the review and update process for the Department's Policy and Operations Guide and Standard Operating Guidelines.

- Participate in Citywide emergency preparedness training and exercises.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. For pre-hospital emergency medical service calls, the first unit shall arrive within five minutes from Fire Department notification, 85% of the time.

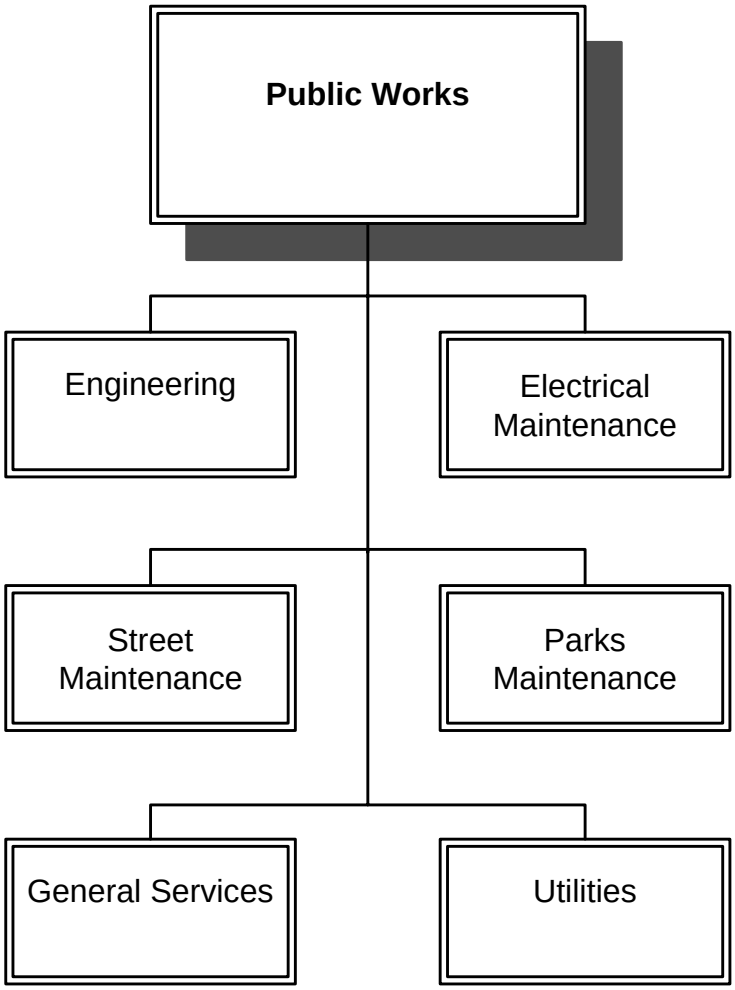
2. For moderate risk structure fires, the first unit shall arrive within five minutes from Fire Department notification, 85% of the time. Remaining units, including the Incident Commander, shall arrive within ten minutes total reflex time, 85% of the time.

Performance Measure	2010-2011 Actual	2011-2012 Actual	2012-2013 Target
Measure 1 - Pre-Hospital Responses	84.0%	81%	85%
Measure 2 - Structural Fire Responses	84.0%	76%	85%

Fire Operations

100-2310

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 4,267,619	$ 4,194,899	$ 3,819,093	$ 3,783,985
613	Extra Help	30,615	127,240	90,156	135,233
614	Overtime	1,061,270	717,675	549,298	566,159
615	Total Benefits	2,532,414	2,523,903	2,625,203	2,572,854
Salaries & Benefits Sub - Total		**7,891,919**	**7,563,717**	**7,083,750**	**7,058,231**
621	Heat & Power	71,349	70,631	71,680	71,680
622	Telephone	37,073	34,355	36,356	35,226
625	Forms & Supplies	7,116	6,686	9,800	8,500
627	Professional Services	10,363	4,682	10,400	10,400
631	Dues & Subscriptions	968	1,250	1,000	1,000
633	Equipment - O & M	9,516	5,249	9,600	9,600
634	Special Equipment - O & M	26,589	34,437	34,404	34,404
635	Vehicle - O & M	397,761	393,122	373,963	404,812
636	Buildings & Facility - O & M	64,734	71,222	64,500	64,500
638	Small Tools & Supplies	20,990	10,448	15,100	15,100
639	Training Programs	46,587	42,803	46,690	46,690
641	Water Purchase	-	3,322	6,959	14,627
642	Uniform Clothing	32,228	35,639	37,342	37,342
643	Insurance	81,771	85,116	67,364	74,493
651	Reimbursable	572	(579)	-	-
658	Technology ISF	36,406	28,312	28,970	24,937
Supplies & Services Sub - Total		**844,022**	**826,694**	**814,128**	**853,311**
692	Equipment	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 8,735,941**	**$ 8,390,410**	**$ 7,897,878**	**$ 7,911,542**


Public Works
Engineering
Electrical Maintenance
Street Maintenance
Parks Maintenance
General Services
Utilities

BUDGET SUMMARY

	Actual Expenditures 2009-10	Actual Expenditures 2010-11	Adopted/Amended Budget 2011-12	Adopted Budget 2012-13	Change From Year 2011-12 to 2012-13	% Change
Full Time Equivalent Positions	48.3	45.3	41.3	43.6	2.3	5.6%
Salaries & Benefits	$ 3,880,182	$ 3,426,802	$ 3,103,047	$ 3,397,291	$ 294,244	9.5%
Supplies & Services	1,798,837	1,710,292	1,647,323	1,752,440	105,117	6.4%
Capital Acquisitions	6,966	-	5,000	-	(5,000)	0.0%
Contributions to Other Funds	-	-	-	-	-	0.0%
Total	**$ 5,685,986**	**$ 5,137,094**	**$ 4,755,370**	**$ 5,149,731**	**$ 394,361**	**8.3%**
Financing Sources						
General Fund	5,685,986	5,137,094	4,755,370	5,149,731		

PERSONNEL SUMMARY
(shown in full time equivalents)

	Adopted Budget 2010-11	Adopted Budget 2011-12	Adopted Budget 2012-13
Administration			
Public Works Director	1	0.50	0.50
Administrative Assistant	1	0.50	0.50
Administrative Analyst I	0	0.00	0.30
General Services Manager	0.75	0	0
Subtotal	2.75	1.00	1.30
Engineering			
Deputy PW Director - Engineering	0	1	1
Principal Engineer	1	0	0
Senior/Assistant/Associate Civil Engineer	3	3	5
Senior Construction Inspector	1	1	1
Construction Inspector	3	3	3 *
GIS Technician	1	1	1
Project Manager	1	1	1
Subtotal	10.0	10.0	12.0
Street Maintenance			
Public Works Superintendent	0.23	0.23	0.23
Street Maintenance Supervisor	1	1	1
Sweeper/Operator	1	1	1
Maintenance Worker III	1	1	1
Maintenance Worker I/II	6	6	6
Subtotal	9.23	9.23	9.23
Electrical Maintenance			
Public Works Superintendent	0.08	0.08	0.08
Electrical Technician I/II	0.8	0.8	0.8
Subtotal	0.88	0.88	0.88
Parks Maintenance & Operations			
Public Works Superintendent	0.23	0.23	0.23
Parks Maintenance Supervisor	1	1	1
Maintenance Worker III	1	1	1
Maintenance Worker I/II	6	5	5
Senior Arborist	1	1	1 *
Groundskeeper	4	3	3
Subtotal	13.23	11.23	11.23
Facilities Maintenance			
Building Maintenance Worker I/II	1	1	1
Custodian II	1	1	1
Custodian I	3	3	3
Subtotal	5	5	5
Fleet Maintenance (Vehicle Maintenance ISF Fund)			
General Services Manager	0.25	0	0
Fleet Maintenance Supervisor	1	1	1
Lead Mechanic	1	1	1
Mechanic I	2	2	2
Subtotal	4.25	4	4
Grand Total	**45.34**	**41.34**	**43.64**

Note * - One Construction Inspector was unfunded in FY 11/12 & one Senior Arborist was unfunded in FY 12/13

Public Works Administration

MISSION STATEMENT

Provide essential public works services to the citizens of Yuba City in the safest, most responsive and efficient means possible.

SERVICE DESCRIPTION

The Public Works Department provides engineering, construction, operation, and maintenance services to the City's infrastructure systems, including streets, water, sewer, and storm drainage systems.

STRATEGIC ISSUES

1. *Traffic Circulation Improvements:* North-south and east-west traffic suffers from a lack of major streets intended to be collectors to move traffic away from neighborhoods quickly and with minimal congestion.

2. *Economic Development and Redevelopment:* Infrastructure construction and continuation is needed to enhance redevelopment areas.

3. *Quality of Life:* Continue program to update, enhance, and expand those City facilities (parks, etc.) that provide quality of life.

4. *Maintain What We Have:* Proper and continued maintenance of all of the City's facilities and road system will extend facility life and save money.

5. *Flood Protection:* Improve the levee system protecting the City to ensure a minimum 100-year flood certification by FEMA.

FY 2011 – 2012 ACCOMPLISHMENTS

- Continued with the preparation of the engineering studies required for the preparation of a combined Project Study Report/Project Report Equivalent for the replacement of the 5th Street Bridge.

- Continue to participate as member of the Technical Advisory Committee to Sutter Butte Flood Control Agency and coordinated efforts between Local, State and Federal Agencies for enhancing flood protection for the citizens of Yuba City.

- Completed the majority of the projects planned for construction in the approved Capitol Improvement Program.

- Utilized Community Development Block Grant funds for ongoing ADA improvements throughout the City.

- Provided project management and inspection for other projects administered by other City Departments.

FY 2012 - 2013 INITIATIVES

- Construct the Raw Water Intake and Low Lift Pump Station Modifications Project.

- Continue in the efforts for the replacement of the Fifth Street Bridge with a four lane bridge.

- Provide project management services for the Sutter Animal Services project

- Utilize Proposition 84 funds to construct a 16" water main on Franklin Road from Ohleyer Road to Township Road to serve Franklin Elementary School and residential properties on the north side of Franklin Road

- Construct the new connection of Western Parkway at State Route 20.

- Continue in the development of a comprehensive Capital Improvement Program.

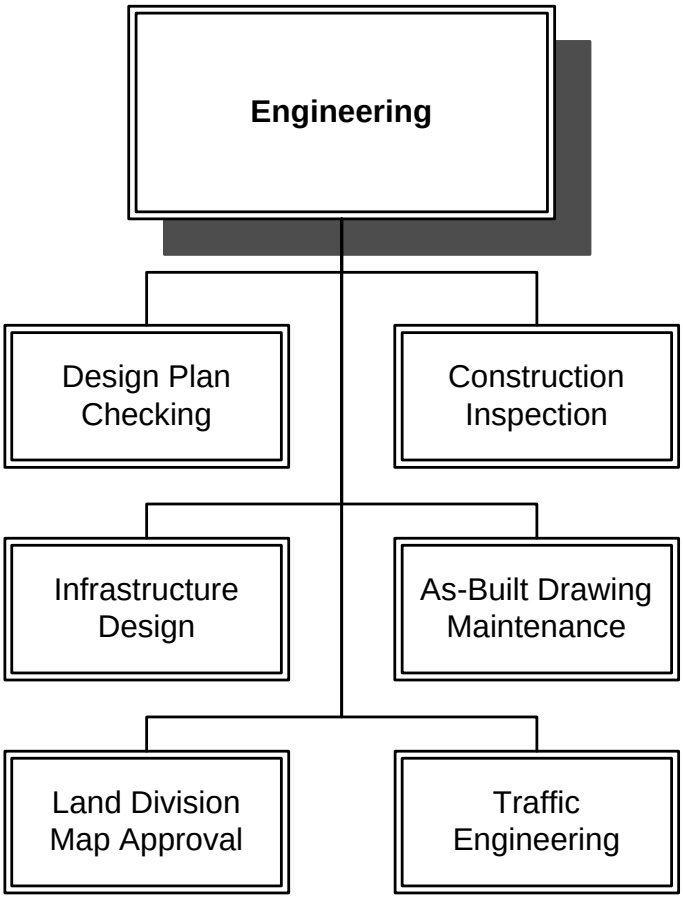
- Continue to work closely with local, State, and Federal agencies to ensure proper level of flood protection for our citizens.

- Utilize Community Development Block Grant funds for ongoing ADA improvements throughout the City.

Public Works Administration

100-1905

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 202,415	$ 289,153	$ 105,523	$ 119,650
613	Extra Help	-	-	-	-
614	Overtime	-	-	-	-
615	Total Benefits	77,352	107,285	45,067	54,347
Salaries & Benefits Sub - Total		**279,767**	**396,438**	**150,590**	**173,997**
622	Telephone	2,240	2,141	2,238	2,144
623	Postage & Freight	34	112	31	31
625	Forms & Supplies	388	372	375	375
626	Printing & Binding	35	-	35	35
627	Professional Services	6,250	6,095	32,900	32,900
631	Dues & Subscriptions	682	1,000	700	700
635	Vehicle - O & M	2,241	2,138	496	3,105
638	Small Tools & Supplies	300	121	300	300
641	Water Purchases	-	35	83	97
643	Insurance	3,261	5,081	1,498	1,745
658	Technology ISF	2,399	1,932	1,976	2,507
Supplies & Services Sub - Total		**17,830**	**19,026**	**40,632**	**43,939**
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 297,597**	**$ 415,464**	**$ 191,222**	**$ 217,936**


Engineering
Design Plan Checking
Construction Inspection
Infrastructure Design
As-Built Drawing Maintenance
Land Division Map Approval
Traffic Engineering

SERVICE DESCRIPTION

The Engineering Division consists of Inspection and Design. The Inspection team provides construction management and inspection services on private development projects, encroachment permit projects, and Capital Improvement Program projects. The Design team provides engineering and public facility design, plan review, administration, permitting and construction of public works and development projects, including infrastructure, Capital Improvement Program projects, and replacement projects.

In addition, the Design team provides services to the public regarding traffic issues and general engineering related questions.

FY 2011 - 2012 ACCOMPLISHMENTS

- Continued with the engineering studies required for the preparation of a combined Project Study Report/Project Report Equivalent for the replacement of the 5th Street Bridge.
- Installed traffic signals, widened the off-ramps, and constructed ADA improvements at the Queens Avenue/SR 99 Interchange.
- Executed a contract with PG&E to convert City-owned streetlights to LED.
- Obtained a Blue Skies Grant from the Feather River Air Quality Management District for a bicycle parking cost share program, educational materials, and celebration of May is Bike Month.
- Constructed a new storm pump station at the Clark Avenue detention basin.
- Obtained Proposition 84 funds for the conversion of Franklin Elementary School and some residential properties on the north side of Franklin Avenue to City surface water.
- Completed the design and bid the Raw Water Intake and Low Lift Pump Station Improvements Project.
- Obtained California Transportation Commission approval for a new connection on State Route 20 at Western Parkway.
- Utilized Community Development Block Grant funds for ongoing ADA improvements throughout the City.
- Formed an Underground Utility District on Second Street from B Street to Teegarden Avenue.
- Completed Phase 1 of the Louise Avenue Water Line Replacement Project.
- Received approval for up to $3 Million in principal forgiveness loans through the State for Coating and Rehabilitation of the Oxygen Reactors and 12 kV Electrical Improvements at the Wastewater Treatment Facility.
- Completed the excavation of contaminated soil at 425 Franklin Avenue.
- Finished environmental investigation of 11 former Hillcrest Water Company well sites.
- Applied a micro-surface seal treatment to over 12 miles of residential streets.
- Completed an emergency replacement of the treated sewer effluent outfall line crossing the Feather River to the City's percolation ponds.
- Replaced the sewer line on B Street between Plumas Street and Boyd Street.
- Completed the Proposition 218 process and implemented water and sewer rate increases.

FY 2012 - 2013 INITIATIVES

- Construct the Raw Water Intake and Low Lift Pump Station Modifications Project.
- Provide project management services for the Sutter Animal Services project.

- Design and begin construction on the Downtown Sewer Replacement Project, replacing sewer mains constructed in the 1920's.
- Utilize Community Development Block Grant funds for ongoing ADA improvements throughout the City.
- Construct the new connection of Western Parkway at State Route 20.
- Utilize Proposition 84 funds to construct a 16" water main on Franklin Road from Ohleyer Road to Township Road to serve Franklin Elementary School and residential properties on the north side of Franklin Road.
- Use RSTP funds to resurface Queens Avenue/Market Street/Sutter Street from Live Oak Boulevard to the State Route 20 overpass, Live Oak Boulevard from Miller Street to State Route 20, Queens Avenue from Stabler Lane to Gray Avenue, and Garden Highway from Franklin Avenue to Winship Road.
- Design street improvements on Garden Highway from Winship Road to Lincoln Road, providing bike lanes, curb, gutter and sidewalk.
- Install irrigation wells at parks greater than 2 acres in size.
- Apply a micro-surface seal treatment to selected residential streets.
- Widen the shoulders of Butte House Road from Madison Road to Tharp Road and Pease Road from Stabler Lane to Live Oak Boulevard to accommodate Class II bike lanes.
- Construct drainage improvements on Rockholt Way between South Colusa Frontage Road and Teegarden Avenue.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

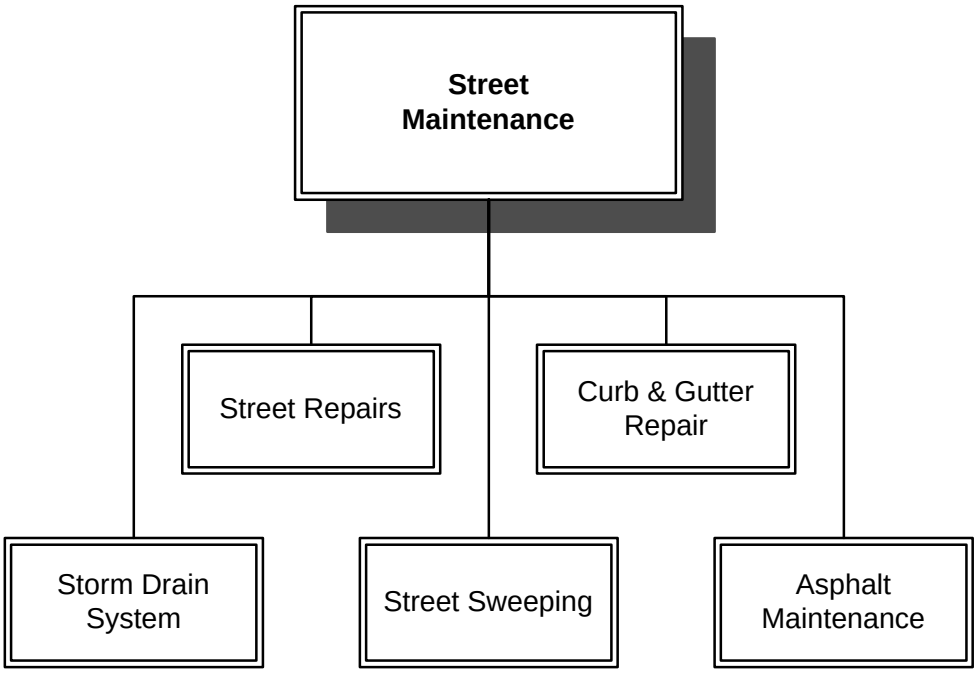
1. Increase the number of public works projects completed that are listed in the current FY Capital Improvement Program from 76% to 80% toward a future target of 85%.
2. Respond to plan checking requests within two weeks of receiving the plans and increase the amount of times the goal is reached from 92% to 95% toward a future target of 98%.

Performance Measure		2010-2011 Actual	2011-2012 Actual	2012-2013 Target
Measure 1 -	CIP Projects	76%	76%	80%
Measure 2 -	Plan Check Requests	98%	92%	95%

Engineering

100-1930

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 624,740	$ 664,603	$ 654,316	$ 847,362
613	Extra Help	49,552	19,537	-	-
614	Overtime	50,664	30,506	9,000	9,000
615	Total Benefits	276,281	288,859	320,167	414,565
Salaries & Benefits Sub - Total		**1,001,236**	**1,003,505**	**983,483**	**1,270,927**
622	Telephone	7,094	7,016	7,204	5,550
623	Postage & Freight	2,682	1,387	3,000	3,000
625	Forms & Supplies	7,302	4,991	8,600	8,100
626	Printing & Binding	674	1,132	-	-
627	Professional Services	38,427	13,351	33,959	33,959
631	Dues & Subscriptions	1,068	1,045	1,000	2,000
633	Equipment - O & M	12,471	10,509	10,850	10,850
634	Special Equipment - O & M	1,490	2,664	5,200	5,100
635	Vehicle - O & M	22,146	21,405	16,102	19,520
638	Small Tools & Supplies	538	566	850	850
639	Training Programs	1,206	587	2,227	2,227
641	Water Purchases	-	126	304	352
643	Insurance	11,302	12,348	9,851	11,160
658	Technology ISF	35,240	29,581	30,126	23,811
Supplies & Services Sub - Total		**141,639**	**106,709**	**129,273**	**126,479**
692	Equipment	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 1,142,875**	**$ 1,110,214**	**$ 1,112,756**	**$ 1,397,406**


Street
Maintenance
Street Repairs
Curb & Gutter
Repair
Storm Drain
System
Street Sweeping
Asphalt
Maintenance

SERVICE DESCRIPTION

The Street Maintenance Division maintains City streets, sidewalks, curbs/gutters, signs and markings, and the storm drain system. The Division is also responsible for street sweeping.

FY 2011-2012 ACCOMPLISHMENTS

- Continued to utilize an enhanced employee safety training program which minimized exposure to workplace accidents and maximized budgeted manpower allocation hours without any major loss due to workplace injury.
- Continued standard preventative maintenance programs such as street repairs, overlays, crack & slurry sealing, concrete repairs including ADA improvements, sidewalk and curb/gutter, signs & markings, storm drain system and street sweeping.
- Maintained customer service level and the City's infrastructure in the safest and most efficient means possible given the City's current budget constraints.

FY 2012-2013 INITIATIVES

- Continue to support the City's Comcate Task Management System.
- Continue maintenance programs such as street repairs, overlays, crack and slurry sealing, ADA improvements, concrete repairs, signs and markings, storm drain systems and street sweeping.
- Continue employee training in areas of safety, professional growth, and improved customer service.
- Continue to maintain customer service level and the City's infrastructure in the safest and most efficient means possible given the City's current budget constraints.
- Continue to support the Public Works Iworq computerized maintenance software system.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

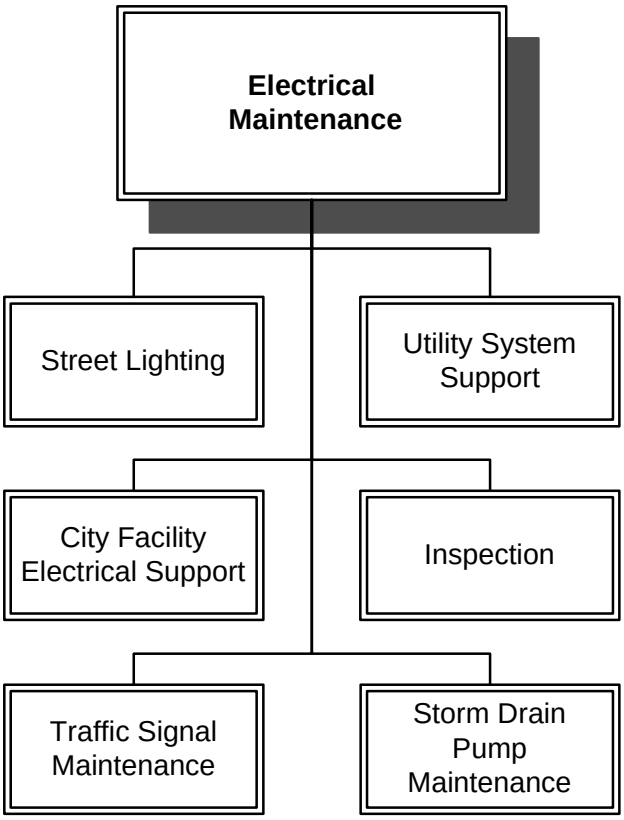
1. Continue to support Engineering Divisions Residential Resurfacing Projects with weed control, crack cleaning and crack sealing.
2. Increase street sweeping debris picked up on City streets to 4,400 cubic yards.

Performance Measure		2010-2011 Actual	2011-2012 Actual	2012-2013 Target
Measure 1 -	Crack Clean & Seal 75	75%	76%	75%
Measure 2 -	Street Sweeping (cubic yards)	4,200	4,200	4,400

Street Maintenance

100-3130

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 445,372	$ 418,896	$ 406,456	$ 406,456
613	Extra Help	29,416	25,088	70,000	70,000
614	Overtime	5,848	4,189	16,200	16,200
615	Total Benefits	248,983	241,632	264,291	256,713
Salaries & Benefits Sub - Total		**729,618**	**689,805**	**756,947**	**749,369**
622	Telephone	2,860	3,030	3,324	3,041
623	Postage & Freight	2	92	-	-
625	Forms & Supplies	288	122	500	500
627	Professional Services	1,629	1,838	2,180	2,180
631	Dues & Subscriptions	380	378	380	380
634	Special Equipment - O & M	6,342	8,426	6,400	6,400
635	Vehicle - O & M	235,802	227,073	146,222	224,506
636	Buildings & Facility - O & M	115,473	107,838	137,929	137,929
638	Small Tools & Supplies	2,734	5,796	2,800	2,800
639	Training Programs	3,601	4,173	4,000	4,000
641	Water Purchase	-	338	788	814
643	Insurance	139,607	121,711	43,852	37,217
658	Technology ISF	6,235	5,373	5,847	5,063
Supplies & Services Sub - Total		**514,952**	**486,189**	**354,222**	**424,830**
692	Equipment	-	-	2,500	-
Acquisitions Sub - Total		**-**	**-**	**2,500**	**-**
	Total Appropriations	**$ 1,244,570**	**$ 1,175,995**	**$ 1,113,669**	**$ 1,174,199**


Electrical Maintenance
Street Lighting
Utility System Support
City Facility Electrical Support
Inspection
Traffic Signal Maintenance
Storm Drain Pump Maintenance

Electrical Maintenance

SERVICE DESCRIPTION

The Electrical Maintenance Division provides safe and secure electrical components for use throughout the City by providing efficiently operated traffic signals and street lighting, facilities, and recreation areas while supporting critical water and wastewater plant operations.

FY 2011-2012 ACCOMPLISHMENTS

- Maintained customer service level and the City's infrastructure in the safest and most efficient means possible given the City's current budget constraints.
- Maintained response rate of 4 working days to repair streetlights following receipt of outage report.
- Continued standard Electrical maintenance programs on traffic signals, streetlights and facilities.
- Continued to utilize an enhanced employee safety training program which minimized exposure to workplace accidents and maximized budgeted manpower allocation hours without any major loss due to workplace injury.
- Installed audible pedestrian system and signal equipment at 1 additional intersection.

FY 2012-2013 INITIATIVES

- Continue to support the City's Comcate Task Management System.
- Equip additional intersections with audible pedestrian systems (APS) and countdown pedestrian systems.
- Continue to support the Police Department in the installation of additional red light runner detection cameras.
- Continue to support the Public Works Iworq computerized Maintenance Software System.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

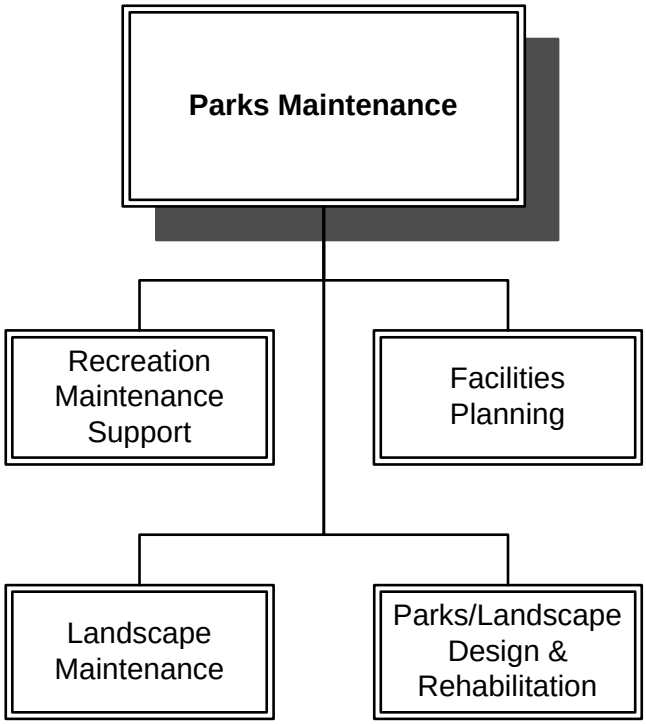
1. Further improve the response time for streetlight outages from 4 working days to 3.
2. Maintain at 5 days per year the number of traffic signal after-hour callouts, taking into account the age of the existing signals and the addition of new signals to the system.
3. Install audible pedestrian systems and countdown pedestrian signal equipment at 2 additional intersections.

Performance Measure		2010-2011 Actual	2011-2012 Actual	2012-2013 Target
Measure 1 -	Streetlight Outage Response	4 days	4 days	3 days
Measure 2 -	After-hour traffic signal callouts	5/yr	5/yr	5/yr
Measure 3 -	Pedestrian System Installation	2	1	2

Electrical Maintenance

100-3150

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 57,817	$ 64,790	$ 60,565	$ 62,962
613	Extra Help	-	-	5,000	5,000
614	Overtime	4,356	3,846	9,000	9,000
615	Total Benefits	25,003	32,712	42,259	29,667
Salaries & Benefits Sub - Total		**87,176**	**101,348**	**116,824**	**106,629**
621	Heat & Power	200,051	244,539	203,000	203,000
622	Telephone	1,348	1,297	1,050	1,050
623	Postage & Freight	-	1	-	-
625	Forms & Supplies	4	8	-	-
627	Professional Services	34,871	37,738	35,000	35,000
631	Dues & Subscriptions	60	60	60	60
635	Vehicle - O & M	38,618	31,890	17,506	34,805
636	Buildings & Facility - O & M	41,402	51,422	42,512	42,512
638	Small Tools & Supplies	166	1,974	500	500
639	Training Programs	385	645	1,400	1,400
641	Water Purchase	-	32	75	78
643	Insurance	4,092	2,485	1,758	2,086
652	Debt Service	128,149	128,149	128,149	128,149
658	Technology ISF	4,318	3,864	3,953	3,471
Supplies & Services Sub - Total		**453,464**	**504,105**	**434,963**	**452,111**
692	Equipment	-	-	-	-
696	Other Improvements	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 540,641**	**$ 605,453**	**$ 551,787**	**$ 558,740**


Parks Maintenance
Recreation Maintenance Support
Facilities Planning
Landscape Maintenance
Parks/Landscape Design & Rehabilitation

SERVICE DESCRIPTION

The Parks Division is responsible for the maintenance and enhancement of City parks, grounds, around public buildings, other landscaped areas, landscape maintenance districts and the City's urban forest.

FY 2011-2012 ACCOMPLISHMENTS

- The City received a Tree City USA designation for the thirteenth year in a row from the National Arbor Day Foundation in recognition of the City's commitment to preserving and enhancing its urban forest.
- The Parks Division continues to respond to tree hazards and right-of-way clearance issues during heavy winter storms.
- The Parks Division planted 60 new trees and continues to work with homeowners on street tree issues to develop a healthy urban forest.
- For the observance of Arbor Day 2012, the Division was assisted by Recreation with an assembly at Gauche Park for Bridge Street Elementary School. Students were taught the importance of trees as they relate to the environment and a tree was also planted on site.
- Staff continues to provide a safe but challenging playground experience by making timely repairs to equipment and adding wood chip fall material as needed
- Park staff continues grounds maintenance of Utilities many small sites as well as both treatment facilities.
- Staff continues to work late nights or early mornings to maintain and prepare the Blackburn-Talley Softball Complex for weekend tournaments.
- Staff continues to maintain Gauche Aquatic Park in a healthy and safe condition seven days a week.
- Assisted Community Development with "Helping Hands". And Public Works Streets and Utilities with weed abatement issues throughout the City.
- Assisted Recreation with Gymnastics, Senior Center Yard Sale, and the Installation of new benches and landscaping for a memorial at the Senior Center.
- Successful eradication of an escalating graffiti problem usually within one day of notification.
- Staff continues to work with volunteer groups performing tree plantings, flower plantings, and clean-up projects.
- Assisted Police Dept. with sight clearance issues related to homeless encampments on City property.

FY 2012-2013 INITIATIVE

- Continue to refine the methods by which we perform daily parks maintenance duties.
- Continue utilizing the Land Logic maintenance system to manage the City's urban forest and survey park trees.
- Continue upgrading park sites with the Centralized Irrigation System to save time and water.
- Park staff will continue to provide the services that our customers expect to the best of our ability during these tough economic times.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Document, track, report and repair vandalism. Remove graffiti promptly from public property.

2. Maintain the number of street and park trees pruned on an annual basis.

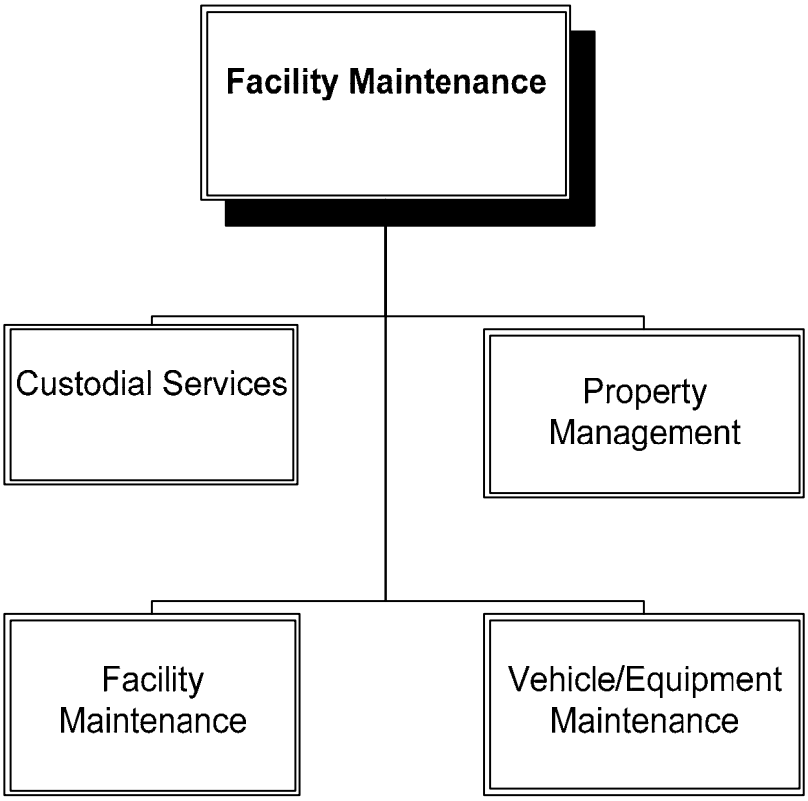
3. Plant 100 new trees into our urban forest.

Performance Measure	2010-2011 Actual	2011-2012 Actual	2012-2013 Target
Measure 1 - Cost of Vandalism	$11,412	$10,500	maintain
Measure 2 - Trees Pruned	900	900	maintain
Measure 3 - Trees Planted			100

Parks Maintenance

100-5115

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 704,494	$ 561,185	$ 407,789	$ 397,807
613	Extra Help	24,577	47,190	45,000	45,000
614	Overtime	8,117	9,047	7,650	7,650
615	Total Benefits	373,658	321,942	267,258	269,225
Salaries & Benefits Sub - Total		**1,110,846**	**939,365**	**727,697**	**719,682**
621	Heat & Power	20,227	22,177	31,000	31,000
622	Telephone	3,958	3,682	3,842	3,701
623	Postage & Freight	29	8	150	150
625	Forms & Supplies	289	179	750	750
626	Printing & Binding	53	-	100	100
627	Professional Services	16,073	28,704	15,200	15,200
628	Travel & Meeting	1,115	-	-	-
631	Dues & Subscriptions	510	548	700	700
632	Rental Bldg/Equip/Land	999	1,170	1,025	1,025
634	Special Equipment O&M	7,273	7,555	10,200	10,200
635	Vehicle - O & M	187,852	162,547	76,764	154,666
636	Buildings & Facility - O & M	79,466	70,663	85,400	85,400
637	Chemicals	571	950	1,000	1,000
638	Small Tools	1,288	1,448	2,500	2,500
639	Training Programs	9,049	5,437	7,200	7,200
641	Water Purchases	12,534	35,458	195,689	140,571
643	Insurance	26,636	18,740	10,797	11,274
658	Technology ISF	3,758	3,019	3,097	2,662
Supplies & Services Sub - Total		**371,681**	**362,284**	**445,414**	**468,099**
692	Equipment	-	-	2,500	-
Acquisitions Sub - Total		**-**	**-**	**2,500**	**-**
	Total Appropriations	**$ 1,482,527**	**$ 1,301,649**	**$ 1,175,611**	**$ 1,187,781**


Facility Maintenance
Custodial Services
Property Management
Facility Maintenance
Vehicle/Equipment Maintenance

SERVICE DESCRIPTION

The Facility Maintenance Division provides custodial care, repair & upkeep on all City buildings & facilities.

FY 2011 - 2012 ACCOMPLISHMENTS

- We increased efficiency and productivity from last year with the acquisition of a king cobra machine for cleaning tiles, and have used it at Police, Water treatment, corp yard, on tile.
- Have gotten more organized with ordering of supplies and storing them.
- We continued to improve our use of the electronic facility work order system which allows user departments to input required work and provides feedback to the department on the status of the work.

FY 2012 - 2013 INITIATIVES

- Continue to survey our customers to ensure we are meeting their expectations of cleaning and response time on special requests.
- Continue to monitor staffing levels to determine outsourcing needs for services beyond what existing staff can accomplish.
- Continue to provide the highest level of service possible with current available resources.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

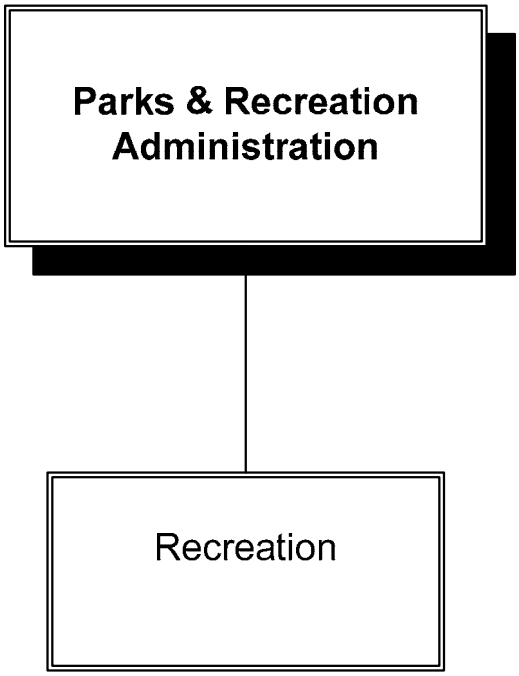
1. Endeavor to maintain response times to open help desk tickets to less than eight hours.

Performance Measure	2009-2010 Actual	2010-2011 Actual	2011-2012 Target
Measure 1 - Help Desk Response Time	22.4 hrs	7.1 hrs	Maintain

Facilities Maintenance

100-1541

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 398,301	$ 129,139	$ 177,909	$ 177,909
613	Extra Help	61,048	59,212	60,000	60,000
614	Overtime	-	514	3,350	3,350
615	Total Benefits	212,189	107,475	126,247	135,428
Salaries & Benefits Sub - Total		**671,538**	**296,340**	**367,506**	**376,687**
621	Heat & Power	105,637	97,728	113,070	113,070
622	Telephone	5,152	3,854	6,350	6,067
623	Postage & Freight	448	2	-	-
624	Advertising	1,976	-	-	-
625	Forms & Supplies	2,613	512	1,550	1,650
626	Printing & Binding	43	-	-	-
627	Professional Services	55,663	13,645	7,512	7,512
628	Travel & Meeting	58	-	-	-
631	Dues & Subscriptions	606	134	400	400
633	Equipment - O & M	3,214	2,510	3,175	3,175
635	Vehicle - O & M	12,853	13,877	8,668	4,916
636	Buildings & Facility - O & M	93,682	91,941	92,230	92,230
638	Small Tools & Supplies	108	1,166	1,500	1,500
639	Training Programs	1,587	854	1,700	1,700
643	Insurance	7,724	4,342	3,514	3,991
646	Inventory Adjustment	(24)	-	-	-
651	Reimbursable	162	-	-	-
658	Technology ISF	7,769	1,414	3,150	771
Supplies & Services Sub - Total		**299,271**	**231,980**	**242,819**	**236,982**
692	Capital Acquisitions	6,966	-	-	-
Acquisitions Sub - Total		**6,966**	**-**	**-**	**-**
	Total Appropriations	**$ 977,775**	**$ 528,320**	**$ 610,325**	**$ 613,669**


Parks & Recreation
Administration
Recreation

BUDGET SUMMARY

	Actual Expenditures 2009-10	Actual Expenditures 2010-11	Adopted/Amended Budget 2011-12	Adopted Budget 2012-13	Change From Year 2011-12 to 2012-13	% Change
Full Time Equivalent Positions	9.0	7.0	7.0	7.0	0.0	0.0%
Salaries & Benefits	$ 1,292,241	$ 1,185,442	$ 1,290,865	$ 1,296,082	$ 5,217	0.4%
Supplies & Services	567,765	564,471	574,726	617,521	42,795	7.4%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions to Other Funds	-	-	-	-	-	0.0%
Total	**$ 1,860,007**	**$ 1,749,914**	**$ 1,865,591**	**$ 1,913,603**	**$ 48,012**	**2.6%**
Financing Sources						
General Fund	1,860,007	1,749,914	1,865,591	1,913,603		

PERSONNEL SUMMARY
(shown in full time equivalents)

	Adopted Budget 2010-11	Adopted Budget 2011-12	Adopted Budget 2012-13
Parks & Recreation Administration			
Parks & Recreation Director	1	1	1
Administrative Assistant	1	1	1
Administrative Clerk I/II/III	0.625	0.625	0.625
Subtotal	2.63	2.63	2.63
Recreation Supervision			
Recreation Supervisor I/II/III	2	2	2
Subtotal	2.0	2.0	2.0
Senior Citizen Center			
Recreation Supervisor I/II/III	1	1	1
Administrative Clerk I/II/III	0.375	0.375	0.375
Subtotal	1.38	1.38	1.38
Aquatics			
Recreation Supervisor I/II/III	1	1	1
Subtotal	1.0	1.0	1.0
Grand Total	**7.0**	**7.0**	**7.0**

Parks & Recreation Administration

MISSION STATEMENT

The Parks & Recreation Department is committed to providing recreational programs, events activities and facilities, which enhance the quality of life for youth, adults and seniors in our community. We provide programming and facilities of the highest quality. We value and encourage citizen input and participation in the delivery of these services. Our motto is "Creating Community!"

SERVICE DESCRIPTION

The Parks & Recreation Department provides youth and adult team sports and instructional clinics; trips and tours, enrichment and special interest classes, pool services, Senior Center services, park/ball-field reservations; and a variety of community special events for all ages on a year-round basis.

STRATEGIC ISSUES

1. Position our department to operate from a proactive rather than reactive approach as the City faces financial challenges.

2. Maintain the physical and aesthetic qualities of all public parks entrusted to our care.

3. Maintain and expand the quality, variety and affordability of our recreational programs, activities, services and special events.

FY 2011 - 2012 ACCOMPLISHMENTS

- With the implementation of the City's furlough schedule, the Senior Center and Gauche Aquatic Park staff continue to alternate their days off in order to keep these facilities open Monday through Friday throughout the year.

- Helped to implement May is Bike Month.

- Successful in obtaining a grant for $10,000 to help identify children from 5 – 16 who are obese through medical providers (Sutter North Medical Foundation) and enroll them into an exercise program at Gauche Aquatic Park.

- Continued to develop and improve partnerships and relationships with the Yuba City Unified School District and other community organizations.

- Continued training of the ActiveNet registration program as updates became available to streamline and improve accuracy and efficiency of our programs.

- Held a city-wide Customer Service training.

- Completed 100% of design and 100% permitting for the Feather River Parkway Project.

- Applied for and received a grant to install signage for sharrows along the bike route throughout the City.

- Applied for and received a grant to purchase and install bicycle parking at local businesses in Yuba City.

FY 2012 - 2013 INITIATIVES

- Complete the construction of the Feather River Parkway

- Create active open spaces through projects and grants.

- Complete the $1.4 million Feather River Parkway project.

- Secure additional grant funding for the Feather River Parkway Project through Proposition 84 grant funds.

- Continue to expand the scholarship program through the Friends Foundation by donating over $20,000 annually.

- Take over the Animal Shelter operations from Sutter County once the new facility is built.

- Continue to apply for grants to enhance what is offered through Parks & Recreation.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Plan and develop Feather River Parkway with funding received through grants.

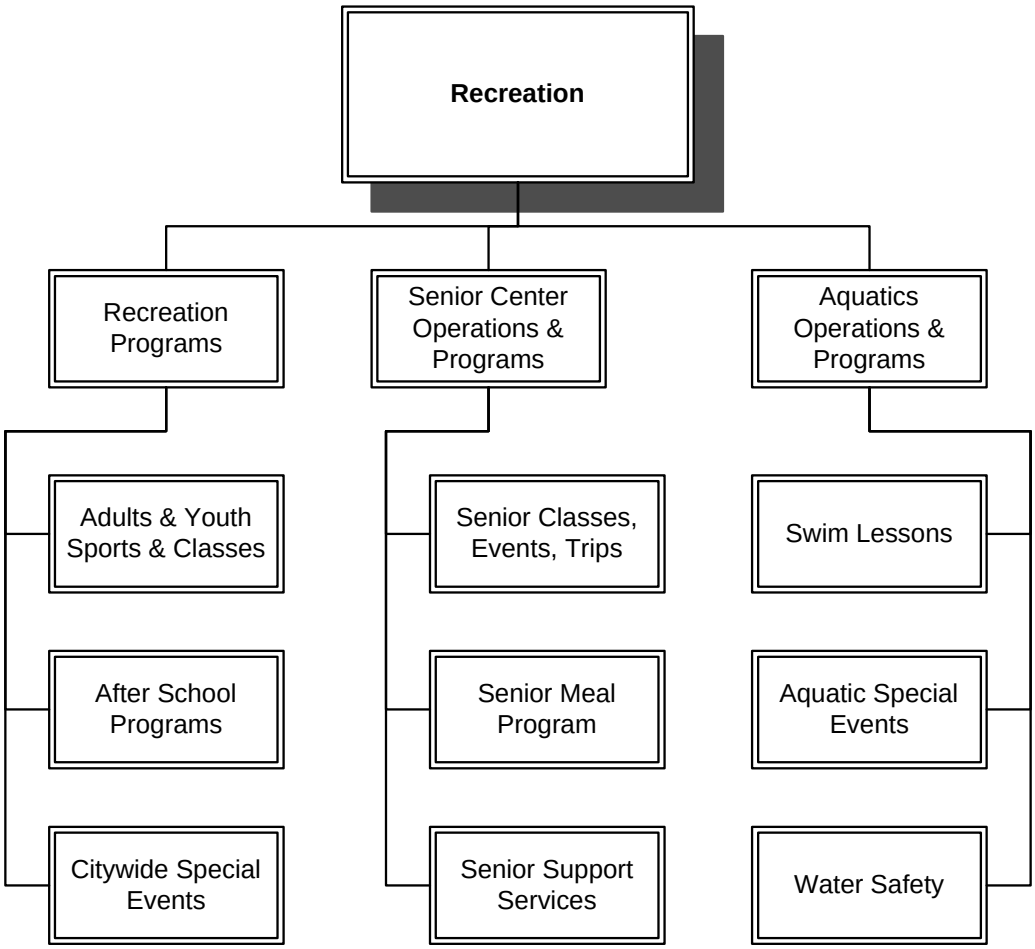
2. Track the percentage of individuals who are enrolling for recreation programs from information received through the YC Parks & Recreation Dept. Activity Guide distributed through the local newspaper.

Performance Measure	2010 2011 Actual	2011 2012 Est.	2012 2013 Target
Measure 1 - Feather River Parkway	n/a	20%	80%
Measure 2 - Activity Guide Enrollees	27%	35%	50%

Parks & Recreation Administration

100-5105

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 192,191	$ 191,946	$ 188,207	$ 191,378
613	Extra Help	5,659	3,260	9,000	9,000
614	Overtime	-	-	-	-
615	Total Benefits	72,098	72,949	89,528	92,942
Salaries & Benefits Sub - Total		**269,948**	**268,155**	**286,735**	**293,320**
621	Heat & Power	3,450	2,267	-	-
622	Telephone	6,526	5,444	6,110	5,275
623	Postage & Freight	352	303	300	300
625	Forms & Supplies	1,501	1,224	1,780	1,400
627	Professional Services	6,088	1,193	4,800	4,800
631	Dues & Subscriptions	1,000	738	720	1,320
633	Equipment - O & M	9,544	9,021	10,750	10,750
636	Buildings & Facility - O & M	2,753	4,033	-	-
641	Water Purchase	-	33	80	93
643	Insurance	3,303	3,482	2,899	3,309
658	Technology ISF	11,955	4,786	3,643	2,985
660	Other Materials & Supplies	301	776	800	800
Supplies & Services Sub - Total		**46,772**	**33,301**	**31,882**	**31,032**
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 316,720**	**$ 301,456**	**$ 318,617**	**$ 324,352**


Recreation
Recreation Programs
Senior Center Operations & Programs
Aquatics Operations & Programs
Adults & Youth Sports & Classes
After School Programs
Citywide Special Events
Senior Classes, Events, Trips
Senior Meal Program
Senior Support Services
Swim Lessons
Aquatic Special Events
Water Safety

SERVICE DESCRIPTION

The Recreation Division is responsible for programming classes, trips and activities in the following areas: youth sports and enrichment programs, adult sports programs, senior recreational programs, activities and trips, aquatics, Skate Park, special classes and community events.

FY 2011 - 2012 ACCOMPLISHMENTS

Aquatics

- Provided 1400 to individuals in Group Swim Lessons, Private/Semi Private Lessons and Adult Swim Lessons.
- Provided staff and programming at the Olivehurst Swimming Pool through contracting with Yuba County Recreation.
- Had over 20 schools (3000 participants) take part in end of year parties.
- Licensed 28 new employees as Ellis and Associate Lifeguards and renewed 34 licenses and certified 22 people through American Red Cross Lifeguard Training Courses
- Continued to offer Pre-School Aquatic Swim Lesson Program for 3 and 4 year olds.
- Offered Twilight Swimming and Tot Time were very successful with over 200 people attending most of the activities..
- Various program passes were sold to over 2590 people for Lap Swimming, Masters and Public Swim.
- Offered Deep Water, Senior and Step Water Aerobic Classes with over 165 participating over the course of the year.
- Implemented Lifeguard Team Scheduling for Public Swim, creating a more efficient staff.
- Began 2012 with the annual Polar Bear Plunge and Slide with 47 people participating.
- Offered Water Safety/Swim Lessons as part of After School Programs at King Avenue Schools.
- Developed a new training program for Rookie Lifeguards to assist with developing their skills prior to working independently.
- Developed a new Swim and Water Safety Instructor training program that put emphasis on teaching the various levels, parent interaction, water safety and lesson planning..

Youth Sports/Camps/Programs

- Provided a recreation opportunity for youth during the summer through our 9-week camp program (1279 participants).
- Received $5,200 in Camp Scholarships from Sutter County Human Services . This grant will allow for 40 campers to attend our 2012 Summer Camp Program.
- Offered Tennis lessons in coordination with the Yuba City Racquet Club. 66 individuals have participated in this program as of April 2012.
- Continued to work with the Yuba-Sutter Fairgrounds by renewing a facility usage agreement to utilize Palmer Hall, a 4,200 sq. ft. facility to expand our gymnastics program.
- Expanded the Specialty Camp by offering: Mouse Robotics Camp - 15 participants enrolled; Acting Camp – 15 participants; Lego Camp through Play-Well Teknologies, - 53 participants, Video Game Design Camp – 11 participant, and Gross-ology Science Camp – 8 participants. This enrollment is as of April 2012
- Offered Gymnastics for ages 2 – 18 years of age and accommodated 379 participants as of April 2012.

- Offered a Spring Break Day Camp with 104 participants in attendance.
- Offered two fly fishing classes – September 2011 with 31 participants and April 2012 with 17 participants.
- Youth Basketball continued to draw participants for winter and summer seasons (401 participants and 211 participants, respectively).
- Offered the Girls on the Run program for girls, ages 8 – 11 with 145 girls participating.
- Held a Track & Field program (95 participants) and hosting the 10th Annual Hershey's Track & Field meet – registration yet to be taken – anticipating 100+ participants.
- Co-sponsored Football Skills clinics with Yuba City High School and River Valley High School (108 participants and 74 participants, respectively).
- Offered high school soccer skills programs (20 participants).
- Offered Mighty Mite programs in t-ball, football, basketball and soccer - 216 participants, 97 participants, 174 participants and 205 participants, respectively).
- Move the Mighty Mite T-Ball practices to Civic Center Field in order to free up the other parks for Little League practices.

Adult Classes/Sports

- Held approximately 983 Men and Coed, and 112 senior league softball games at Blackburn-Talley Sports Complex.
- Offered Adult/Co-ed/Senior softball with 76 teams in the spring, 76 teams in the summer and 73 teams in the fall.
- Held approximately 20 independent tournaments on the weekends at Blackburn-Talley Sports Complex.
- Operated concessions at Blackburn-Talley Sports Complex.
- Provided space at Blackburn-Talley Sports Complex for baseball/softball practices.

Special Events

- Concerts in the Park were very successful with seven concerts being held and over 2,500 people attending the concerts.
- Staged the Annual 4th of July Parade and coordinated efforts with the Yuba City Fire Department. Approximately 600 children and their families walked the parade route, with hot dogs and more being supplied by the YCFD at the end of the route.
- The annual Tree Lighting Ceremony was once again held on Plumas Street this year in coordination with the Downtown Business Association's Christmas Stroll. Festivities included a walking parade and lighting of the tree under the water tower.

Senior Programs

- Provided 41 trips with the City-owned bus for 566 seniors. In addition to the City's travel program, Collette Travel program offered domestic and international travel trips touring places such as: Netherlands, Belgium & Paris, Washington, D.C., San Antonio Holiday, Discover Panama and British Landscapes.
- The Senior Center had volunteers provide 4,300 hours of assistance with office duties, classes, bingo and special events.
- Fitness classes were provided monthly for seniors, with over 1,077 seniors participating throughout the year.
- Monthly computer classes were scheduled, allowing 37 seniors in beginning and intermediate computer classes.

- AARP Tax Assistance Program was held February – April, with a total of 1600 seniors having their taxes prepared at no cost.
- The Handyman Program assisted 21 seniors with repairs prior to April 2011.
- "Seniors Helping Students" annual school supply drive produced 700 items that were donated to the Yuba City Unified School District offices.
- An intergenerational event happened in June where summer camp students participated in a free car wash for the seniors.

Park Reservations

- Picnic facilities at Sam Brannan Park were rented to 105 groups throughout the year.
- Areas in Greenwood Park, Regency Park, Hillcrest Park, Northridge Park, Kingwood Park, Hillcrest Park and Holly Tree Park were provided for Little League and Youth Soccer practice throughout the year.

FY 2012 - 2013 INITIATIVES

- Offer a new After Hours Teen Night at Gauche Aquatic Park every other Friday throughout the summer for 11 – 17 year olds. Those in attendance will have access to the competitive pool and slide. Music and games will be planned each evening.
- Provide wireless internet at Gauche Aquatic Park for the public, allowing parents the ability to use the internet during Public Swim and other activities, as well as provide internet access for facility rentals in the multi-purpose room.
- Provide wireless internet at the Senior Center, allowing the participants the ability to use the internet, as well as provide internet access for individuals renting the facility.
- Apply for available grant funding to improve the quality of our programs.
- Continue to offer a series of new camps including science camps and art camps.
- Increase field use at Blackburn/Talley Park by providing more tournament opportunities for our residents.
- Provide recognition to the patrons and volunteers who support and assist our Recreation programs.
- Increase our volunteer pool for office help and programming.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Focus on advertising internet registration for programs and activities offered through the Recreation Department, with a goal of increasing 20% each year.
2. Increase enrollments in programs through marketing and providing a larger variety of programs for all ages, with a goal of a 5% increase each year.
3. Plan for revenue collection of 68% above cost recovery of Gauche Aquatics Park operation.

Performance Measure		2010-2011 Actual	2011-2012 Est.	2012-2013 Target
Measure 1 -	Internet Enrollment	**1,986**	**2,300**	**2700**
Measure 2 -	Participant Enrollment	*93578	*95000	*99750
Measure 3 -	Gauche Park Cost Recovery	100%	100%	100%

*Totals reflect Open Swim participants at the GAP.

Recreation Supervision

100-5110

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 176,474	$ 90,682	$ 88,031	$ 89,637
613	Extra Help	3,075	5,777	5,450	5,450
614	Overtime	-	-	-	-
615	Total Benefits	83,674	70,994	69,762	73,044
Salaries & Benefits Sub - Total		**263,223**	**167,453**	**163,243**	**168,131**
622	Telephone	1,818	1,642	1,820	985
623	Postage & Freight	45	481	-	1,500
625	Forms & Supplies	2,087	1,950	2,050	2,100
626	Printing & Binding	35,419	27,027	33,158	31,658
627	Professional Services	3,974	3,274	2,500	2,500
628	Travel & Meeting	502	592	500	500
631	Dues & Subscriptions	675	177	600	1,200
635	Vehicle - O & M	20,033	15,998	9,273	23,122
636	Buildings & Facility - O & M	942	16	-	-
641	Water Purchase	-	25	60	71
643	Insurance	3,014	2,485	1,471	1,703
658	Technology ISF	5,193	3,829	3,297	2,724
660	Other Materials & Supplies	41	206	1,731	1,731
Supplies & Services Sub - Total		**73,744**	**57,702**	**56,460**	**69,794**
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 336,967**	**$ 225,154**	**$ 219,703**	**$ 237,925**

Senior Center

100-5120

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 67,407	$ 67,309	$ 64,016	$ 64,016
613	Extra Help	6,426	8,898	8,500	8,500
614	Overtime	-	-	450	450
615	Total Benefits	28,083	28,705	37,762	37,991
Salaries & Benefits Sub - Total		**101,916**	**104,912**	**110,728**	**110,957**
621	Heat & Power	9,770	11,115	10,500	10,500
622	Telephone	1,815	1,491	1,832	1,691
623	Postage & Freight	476	386	500	500
625	Forms & Supplies	994	1,031	900	900
627	Professional Services	394	363	300	300
631	Dues & Subscriptions	50	50	50	50
636	Buildings & Facility - O & M	5,174	6,363	4,291	4,291
641	Water Purchases	-	251	567	727
643	Insurance	1,719	1,481	1,381	1,624
658	Technology ISF	3,274	2,872	2,951	2,463
Supplies & Services Sub - Total		**23,666**	**25,403**	**23,272**	**23,046**
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 125,582**	**$ 130,315**	**$ 134,000**	**$ 134,003**

Aquatics

100-5130

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 26,233	$ 55,865	$ 53,680	$ 54,082
613	Extra Help	33,676	30,729	45,200	45,200
614	Overtime	-	-	-	-
615	Total Benefits	14,516	31,085	32,692	33,824
Salaries & Benefits Sub - Total		**74,424**	**117,679**	**131,572**	**133,106**
621	Heat & Power	88,050	89,871	89,811	89,811
622	Telephone	6,903	7,110	6,275	6,040
623	Postage & Freight	576	989	600	600
624	Advertising	2,420	2,976	3,000	3,000
625	Forms & Supplies	3,787	3,201	3,700	3,500
626	Printing & Binding	1,336	461	1,000	1,000
627	Professional Services	7,013	26,358	24,050	24,050
628	Travel & Meeting	-	116	-	-
631	Dues & Subscriptions	295	155	260	260
634	Special Equipment - O & M	28,390	13,119	14,800	14,800
636	Buildings & Facility - O & M	2,880	10,303	6,300	6,300
637	Chemicals	42,482	45,639	37,500	37,500
638	Small Tools & Supplies	2,947	2,523	500	500
639	Training Programs	1,497	2,312	1,500	1,500
641	Water Purchase	-	7,875	10,243	31,465
643	Insurance	1,255	922	1,489	1,831
658	Technology ISF	5,591	5,743	4,627	3,806
660	Other Materials & Supplies	4,267	2,085	3,845	3,845
670	Recreation Programs	-	-	-	-
Supplies & Services Sub - Total		**199,688**	**221,758**	**209,500**	**229,808**
692	Capital Acquisition	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 274,113**	**$ 339,438**	**$ 341,072**	**$ 362,914**

Recreation Programs

100-5200

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
610	Wages & Benefits	$ 582,730	$ 527,243	$ 598,587	$ 590,568
613	Extra Help	-	-	-	-
615	Total Benefits	-	-	-	-
Salaries & Benefits Sub - Total		**582,730**	**527,243**	**598,587**	**590,568**
623	Postage & Freight	1,249	804	-	-
627	Professional Services	-	-	-	-
670	Recreation Programs	222,645	225,504	253,612	263,841
Supplies & Services Sub - Total		**223,895**	**226,308**	**253,612**	**263,841**
	Total Appropriations	**$ 806,625**	**$ 753,551**	**$ 852,199**	**$ 854,409**

BUDGET SUMMARY

	Actual Expenditures 2009-10	Actual Expenditures 2010-11	Adopted/Amended Budget 2011-12	Adopted Budget 2012-13	Change From Year 2011-12 to 2012-13	% Change
Full Time Equivalent Positions	0.0	0.0	0.0	0.0	0.0	0.0%
Salaries & Benefits	$ -	$ -	$ -	$ -	$ -	0.0%
Supplies & Services	492,386	465,367	899,263	967,539	68,276	7.6%
Capital Acquisitions	-	37,500	37,500	-	(37,500)	0.0%
Contributions to Other Funds	-	-	-	-	-	0.0%
Total	**$ 492,386**	**$ 502,867**	**$ 936,763**	**$ 967,539**	**$ 30,776**	**3.3%**
Financing Sources						
General Fund	492,386	502,867	936,763	967,539		

Animal Control Services

100-4110

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ -	$ -	$ -	$ -
613	Extra Help	-	-	-	-
615	Total Benefits	-	-	-	-
Salaries & Benefits Sub - Total		**-**	**-**	**-**	**-**
627	Professional Services	355,840	331,119	534,172	604,865
Supplies & Services Sub - Total		**355,840**	**331,119**	**534,172**	**604,865**
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 355,840**	**$ 331,119**	**$ 534,172**	**$ 604,865**

Contingency

100-4215

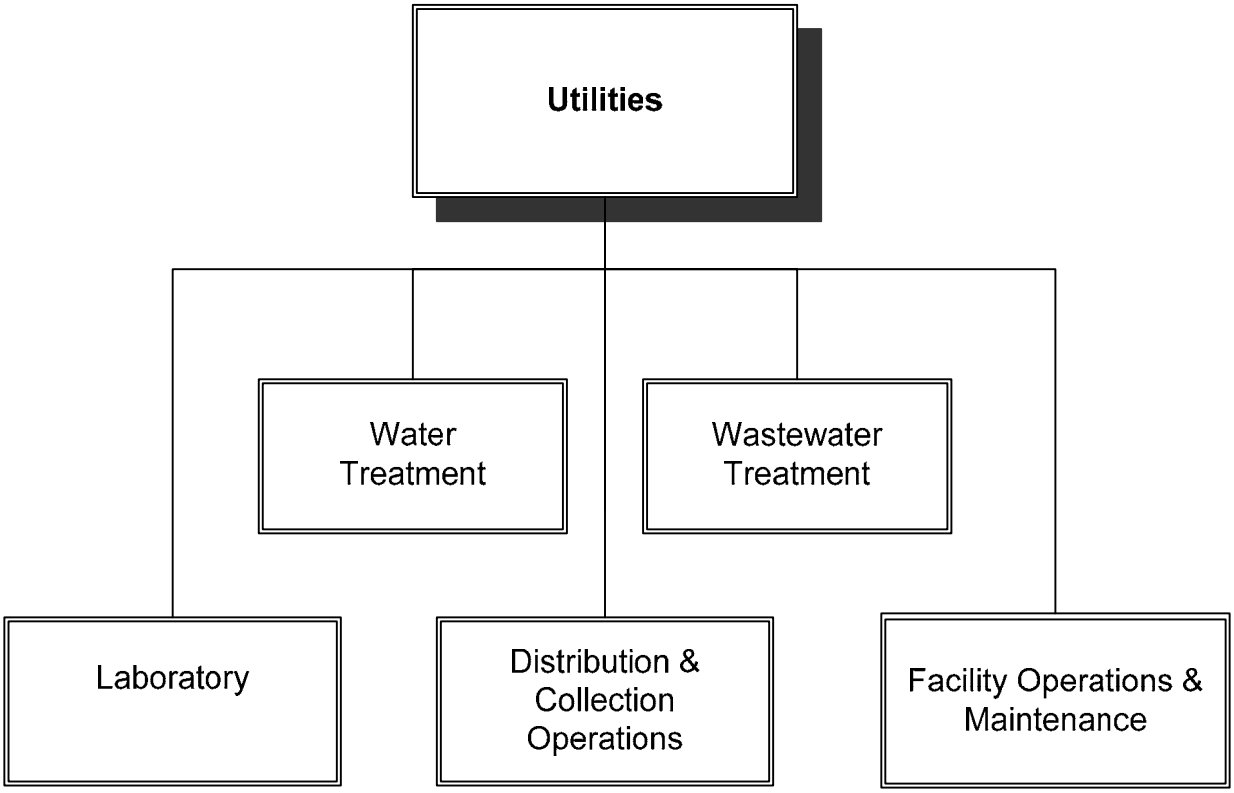
	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ -	$ -	$ -	$ -
613	Extra Help	-	-	-	-
615	Total Benefits	-	-	-	-
Salaries & Benefits Sub - Total		**-**	**-**	**-**	**-**
656	Contingency Funds	7,889	10,824	197,600	197,600 *
Supplies & Services Sub - Total		**7,889**	**10,824**	**197,600**	**197,600**
692	Capital Acquisitions	**-**	-	**-**	**-**
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 7,889**	**$ 10,824**	**$ 197,600**	**$ 197,600**

Note * - Includes a MS&S Contingency of $100,000

Miscellaneous

100-4220

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ -	$ -	$ -	$ -
613	Extra Help	-	-	-	-
615	Total Benefits	-	-	-	-
Salaries & Benefits Sub - Total		**-**	**-**	**-**	**-**
622	Telephone	(6)	10	-	-
625	Forms & Supplies	74	-	-	-
627	Professional Services	71,230	58,602	67,880	67,880
628	Travel & Meeting	26,940	27,694	50,000	50,000
631	Dues & Subscriptions	29,320	26,120	29,500	29,500
639	Training Programs	-	4,860	-	-
641	Water Purchase	-	1,461	5,111	2,694
660	Other Material & Supplies	1,092	4,676	15,000	15,000
Supplies & Services Sub - Total		**128,657**	**123,423**	**167,491**	**165,074**
		-		-	-
692	Capital Acquisitions	**-**	-	**37,500**	**-**
Acquisitions Sub - Total		**-**	**-**	**37,500**	**-**
	Total Appropriations	**$ 128,657**	**$ 123,423**	**$ 204,991**	**$ 165,074**


Utilities
Water Treatment
Wastewater Treatment
Laboratory
Distribution & Collection Operations
Facility Operations & Maintenance

BUDGET SUMMARY

	Actual Expenditures 2009-10	Actual Expenditures 2010-11	Adopted/Amended Budget 2011-12	Adopted Budget 2012-13	Change From Year 2011-12 to 2012-13	% Change
Water Operations Fund						
Full Time Equivalent Positions	29.58	24.58	25.43	24.13	(1.3)	-5.1%
Salaries and Benefits	$ 2,350,592	$ 2,030,364	$ 2,541,095	$ 2,356,918	$ (184,177)	-7.2%
Supplies and Services	3,457,660	5,561,729	3,414,512	3,871,677	457,165	13.4%
Capital Acquisitions	105,700	12,269	-	40,000	40,000	100.0%
Contributions To Other Funds	4,544,723	2,231,864	1,992,684	3,182,908	1,190,224	59.7%
Total Water Operations Fund	**$ 10,458,676**	**$ 9,836,226**	**$ 7,948,291**	**$ 9,451,503**	**$ 1,503,212**	**18.9%**
Water Capital Fund						
Full Time Equivalent Positions	-	-	-	-	-	0.0%
Salaries and Benefits	$ -	$ -	$ -	$ -	$ -	0.0%
Supplies and Services	1,066,832	2,376,750	1,626,047	1,912,413	286,366	17.6%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions To Other Funds	716,000	591,160	203,500	203,500	-	0.0%
Total Water Capital Fund	**$ 1,782,832**	**$ 2,967,910**	**$ 1,829,547**	**$ 2,115,913**	**$ 286,366**	**15.7%**
Wastewater Operations Fund						
Full Time Equivalent Positions	38.88	35.08	36.23	34.13	(2.1)	-5.8%
Salaries and Benefits	$ 2,979,134	$ 2,680,564	$ 3,224,451	$ 2,948,519	$ (275,932)	-8.6%
Supplies and Services	3,279,603	3,445,386	4,196,344	4,321,728	125,384	3.0%
Capital Acquisitions	36,284	35,173	5,000	35,000	30,000	600.0%
Contributions To Other Funds	1,298,971	1,298,438	1,412,142	3,480,590	2,068,448	146.5%
Total WW Operations Fund	**$ 7,593,993**	**$ 7,459,561**	**$ 8,837,937**	**$ 10,785,837**	**$ 1,947,900**	**22.0%**
Wastewater Capital Fund						
Full Time Equivalent Positions	-	-	-	-	-	0.0%
Salaries and Benefits	$ -	$ -	$ -	$ -	$ -	0.0%
Supplies and Services	864,578	874,402	877,424	827,349	(50,075)	-5.7%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions To Other Funds	-	-	-	436,000	436,000	100.0%
Total WW Capital Fund	**$ 864,578**	**$ 874,402**	**$ 877,424**	**$ 1,263,349**	**$ 385,925**	**44.0%**
Financing Sources						
Water Fund	12,241,508	12,804,136	9,777,838	11,567,416		
Wastewater Fund	8,458,571	8,333,963	9,715,361	12,049,186		
Total	$ 20,700,079	$ 21,138,100	$ 19,493,199	$ 23,616,602		

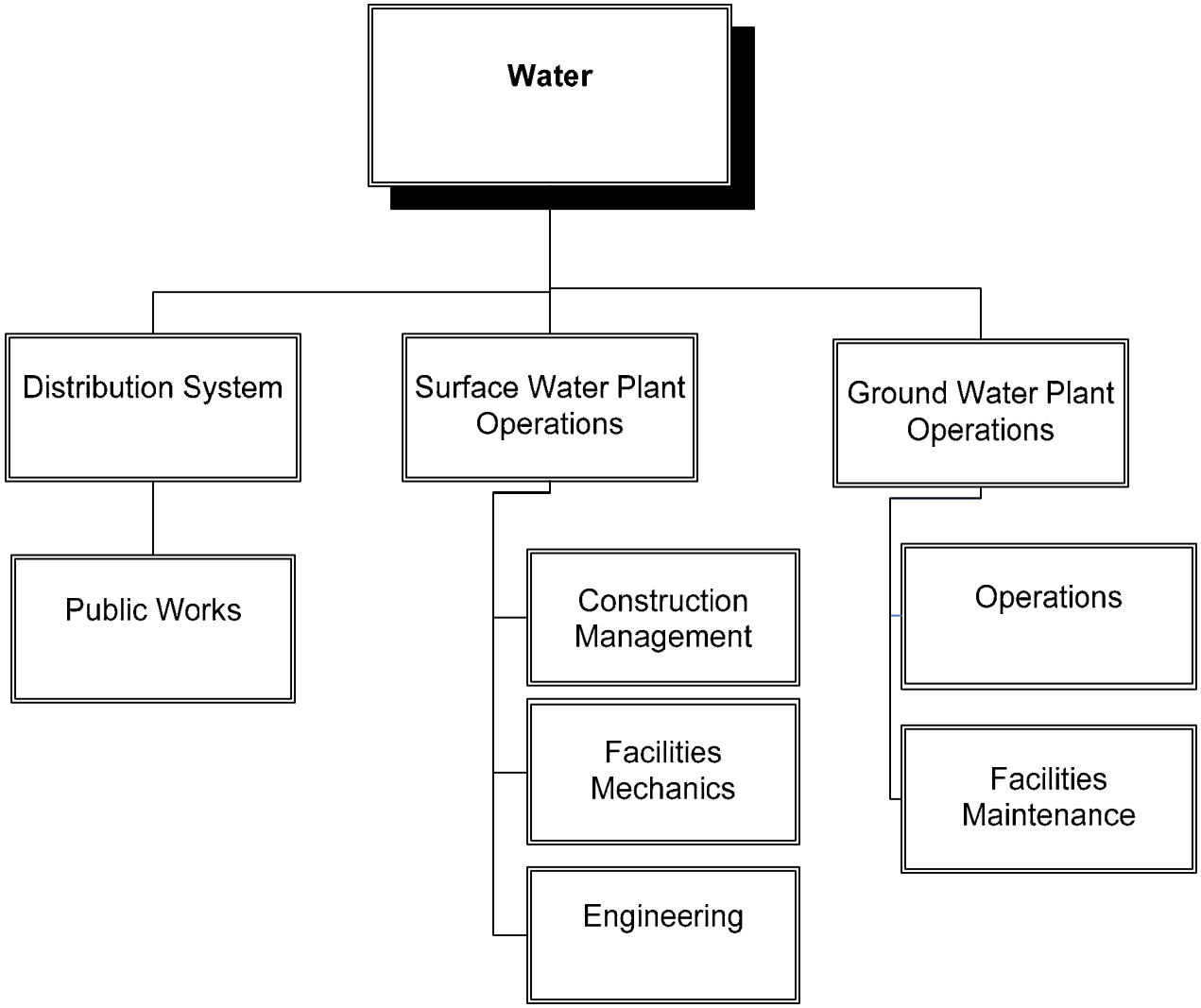
PERSONNEL SUMMARY
(shown in full time equivalents)

	Adopted Budget 2010-11	Adopted Budget 2011-12	Adopted Budget 2012-13
Water Distribution			
Ground Water Distribution Supervisor	0	0	0
Public Works Superintendent	0.23	0.23	0.23
Water/Wastewater Maintenance Supervisor	0.5	0.5	0.5
Maintenance Worker III	2	2	2
Maintenance Worker I/II	6	6	6
Subtotal	8.73	8.73	8.73
Water Treatment Plant			
Public Works Director	0	0.25	0.25
Administrative Assistant	0	0.25	0.25
Administrative Analyst I/II	0	0	0.3
Utilities Director	0	0	0
Assistant Utilities Director	1	0	0
Deputy PW Director - Water	0	1	1
Engineer - Senior	1	1	0
Administrative Assistant	0.4	0	0
Administrative Analyst I/II	0.25	0	0
Plant Supervisor	1	1	1
Senior Construction Inspector	0	0	0
Instrumentation Technician	0.6	0.6	1
Water Regulatory Specialist	0	0	0
Plant Maintenance Supervisor	0	0	0
Treatment Plant Chief Operator	1	1	1
Treatment Plant Operator Trainee, II, III, IV	7	7	7
Plant Maint. Mech./Senior. Plant Maint. Mech.	2	2	2
Electrical Technician I/II	0.6	0.6	0.6
Assistant/Associate Civil Engineer	1	1	0 *
Facility Operator Trainee	0	0	0
Park Maintenance Worker II	0	0.5	0.5
Groundskeeper	0	0.5	0.5
Public Works Maint. Worker I/II/III	0	0	0
Subtotal	15.85	16.70	15.40

PERSONNEL SUMMARY
(shown in full time equivalents)

	Adopted Budget 2010-11	Adopted Budget 2011-12	Adopted Budget 2012-13
Wastewater Collection			
Public Works Superintendent	0.23	0.23	0.23
Water/Wastewater Maintenance Supervisor	0.5	0.5	0.5
Maintenance Worker III	1	1	1
Maintenance Worker I/II	3	7	7
Subtotal	4.73	8.73	8.73
Wastewater Treatment Plant			
Public Works Director	0	0.25	0.25
Administrative Assistant	0	0.25	0.25
Administrative Analyst I/II	0	0	0.3
Utilities Director	0	0	0
Deputy PW Director - Wastewater	0	1	1
Assistant Utilities Director	1	0	0
Administrative Assistant	0.6	0	0
Administrative Analyst I/II	0.75	0	0
Treatment Operations Manager	1	1	1
Treatment Plant Operator I, II, III	9	9	9
Electrical Technician I/II	1.6	1.6	1.6
Plant Maint. Mechanic./Senior. Plant Maint. Mech.	3	3	3
Treatment Maintenance Manager	1	1	0
Maintenance Worker I/II	4	1	1
Instrumentation Technician	0.4	0.4	1
Assistant/Associate Civil Engineer	1	1	0 *
Park Maintenance Worker II	0	0.5	0.5
Groundskeeper	0	0.5	0.5
Subtotal	23.35	20.50	19.40
Treatment Plant Laboratory			
Laboratory Manager	1	1	0
Pretreatment Coordinator	0	0	0.5
Laboratory Technician I/II	3	3	3
Laboratory Assistant	2	2	2
Subtotal	6.00	6.00	5.50
Pretreatment Program			
Pretreatment Coordinator	1	1	0.5
Subtotal	1.00	1.00	0.50
Grand Total	**59.7**	**61.7**	**58.3**

*Note: These positions were transferred to the General Fund and cost allocated to the Utility Funds.


Water
Distribution System
Surface Water Plant Operations
Ground Water Plant Operations
Public Works
Construction Management
Facilities Mechanics
Engineering
Operations
Facilities Maintenance

SERVICE DESCRIPTION

The Water Distribution Division operates and maintains the City's water delivery system. The Division is responsible for the distribution of water to over 18,500 connections/meters through the maintenance of approximately 170 miles of water mains, system valves, and other equipment. The Division works with and supports engineering projects and water treatment operations.

FY 2011 - 2012 ACCOMPLISHMENTS

- Monitored and insured compliance on 1,440 Backflow Prevention Devices within the City's Backflow Prevention Inspection Program. Complete program compliance has been reported to the State of California Department of Public Health Services for 2011.
- Responded to and repaired 4 water main breaks and 32 water service leaks.
- Upgraded 30 commercial water meters with the latest radio-read technology and completed the conversion from touch read meters to radio read meters.
- Completed meter reading for the last twelve months within 16-20 hours and follow ups and repairs within 48 hours, our department continues to reduce the time it takes to read meters and complete follow ups.

FY 2012 - 2013 INITIATIVES

- Continue professional training to prepare employees to obtain and/or upgrade their Water Distribution Operator Certifications.
- Continue to expand Iworq's Computer Maintenance Management System within the Division.

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- Continue updating and relocating old dry barrel fire hydrants throughout the City.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Flush end-line water mains four times per year in order to maintain and improve the quality of water in dead-end water mains.
2. Install meters in new developments within two days of receipt of work order.

Performance Measure	2010 2011 Actual	2011 2012 Actual	2012 2013 Target
Measure 1 - Water Main Flushing	2	4	4
Measure 2 - Improved Response Time	2	2	2

Surface Water Distribution

507-7110

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 406,911	$ 390,401	$ 394,605	$ 394,896
613	Extra Help	18,088	28,482	136,000	136,000
614	Overtime	11,563	7,400	12,000	12,000
615	Total Benefits	236,962	221,220	252,861	259,025
Salaries & Benefits Sub - Total		**673,524**	**647,503**	**795,466**	**801,921**
622	Telephone	2,574	5,233	5,017	4,876
623	Postage & Freight	570	557	500	500
625	Forms & Supplies	1,220	1,801	1,800	1,800
626	Printing & Binding	537	212	2,000	2,000
627	Professional Services	8,445	11,656	12,000	17,700
628	Travel & Meeting	121	-	5,000	5,000
631	Dues & Subscriptions	2,673	1,370	3,400	3,400
632	Rental - Bldgs., Equip. & Land	617	778	2,000	2,000
633	Equipment - O & M	600	-	900	900
634	Special Equipment - O & M	25,108	27,230	55,200	55,200
635	Vehicle - O & M	141,121	136,904	83,352	90,921
636	Buildings & Facility - O & M	56,908	134,476	124,900	124,900
638	Small Tools & Supplies	5,725	9,925	8,000	8,000
639	Training Programs	13,540	6,854	23,500	23,500
641	Water Purchases	-	320	745	770
643	Insurance	8,253	22,141	16,302	21,278
658	Technology ISF	7,418	8,150	7,559	7,346
654	Interfund Transfers	-	-	-	-
660	Other Materials & Supplies	16,046	17,555	15,000	15,000
Supplies & Services Sub - Total		**291,477**	**385,163**	**367,175**	**385,091**
692	Equipment	-	-	2,500	-
Acquisitions Sub - Total		**-**	**-**	**2,500**	**-**
	Total Appropriations	**$ 965,001**	**$ 1,032,666**	**$ 1,165,141**	**$ 1,187,012**
649	**Note: Depreciation**	**1,714,714**	**1,757,722**	**1,798,726**	**1,684,481**

Groundwater Distribution

508-7310

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 20,303	$ -	$ -	$ -
613	Extra Help	-	-	-	-
614	Overtime	637	-	-	-
615	Total Benefits	12,683	-	-	-
Salaries & Benefits Sub - Total		**33,623**	**-**	**-**	**-**
622	Telephone	1,773	-	-	-
623	Postage & Freight	-	-	-	-
625	Forms & Supplies	-	-	-	-
626	Printing & Binding	-	-	-	-
627	Professional Services	6,275	-	-	-
628	Travel & Meeting	-	-	-	-
633	Equipment - O & M	300	-	-	-
634	Special Equipment - O & M	1,150	-	-	-
635	Vehicle - O & M	8,466	-	-	-
636	Buildings & Facility - O & M	70,794	-	-	-
638	Small Tools & Supplies	472	-	-	-
639	Training Programs	-	-	-	-
643	Insurance	1,075	-	-	-
658	Technology ISF	959	-	-	-
Supplies & Services Sub - Total		**91,264**	-	**-**	**-**
692	Equipment	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 124,887**	**$ -**	**$ -**	**$ -**
649	**Note: Depreciation**	**159,301**	**-**	**-**	**-**

SERVICE DESCRIPTION

The Water Treatment Plant Team is responsible for providing safe drinking water, sustaining system pressure and maintaining adequate storage to meet the water needs of the citizens of Yuba City. Water is treated to meet all State and Federal Regulations in the most economical and efficient means possible. The Water Treatment Plant is staffed 24/7 by highly trained, State Certified Operators.

STRATEGIC ISSUES

1. Regulations: The water supply industry is coming under more stringent regulations that requires increased process control monitoring, analysis of water at lower chemical detection limits, and increased operator training. Improvements are continually being made to the water system to comply with current and impending regulatory requirements.

2. Sense of Community: Yuba City is known for providing high quality water. One reason a new citizen or business may choose to live in Yuba City is the drinking water quality. Every effort is made to keep water rates as low as possible for our customers.

3. Organizational Development: Continued training of operations and maintenance staff is required in order to meet new and changing regulations, increase efficiency, and further professional development.

4. Quality Service Delivered: Customers depend on us to ensure that the water delivered to their homes and businesses is safe and meets drinking water standards. The health and safety of our customers is our highest priority.

5. Use of Technology: The Water Treatment Team is committed to utilizing and managing modern technology in the most cost effective manner possible.

6. Modern Infrastructure: Regular maintenance and continual improvement to the water system is imperative to ensure that our infrastructure is able to meet current and future water system demands.

7. Prudent Financial Management: Management of the operations and capital improvement accounts are revised and evaluated on a regular basis to ensure fiscally responsible management.

FY 2011 – 2012 ACCOMPLISHMENTS

- Provided high quality water to our Yuba City customers. Made numerous improvements necessary to comply with new State and Federal regulatory standards. Some of the standards include, but are not limited to: pH, Coliform bacteria, fluoride, and disinfection by-products.
- Maintained chlorine residuals at all water service customer connections.
- 100% of all distribution system bacteriological test results were negative.
- Operations staff continued to obtain higher treatment, conservation and distribution system certifications.
- Provided Yuba City customers with over 5.0 billion gallons of water.
- Met peak hour and peak day water use demands.
- Responded to all water quality complaints the same day as received.
- Met all Federal and State Primary and Secondary standards.

FY 2012 – 2013 INITIATIVES

- Continue providing safe, clean potable water that meets or exceeds state standards to City water customers.
- Meet peak hour and peak day water use demands.

- Serve Franklin Elementary School and residential properties on the north side of Franklin Road west of Ohleyer Road with Surface Water.
- Assist with the construction of the fish screens and new raw water intake at the low lift pumping station on the Feather River.
- Continue to ensure that all water quality inquiries are responded to the same day.
- Expand the City's water conservation program.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Meet or exceed the State and Federal regulations for individual filtered water turbidity at the Surface Water Treatment Plant. The state standard is 0.3 turbidity units. The objective is to meet the standard 100% of the time.
2. Continue to meet the Department of Public Health Secondary Standard for Odor 3 T.O.N. in 100% of samples.
3. Maintain 100% negative results on distribution system bacteriological testing.

Performance Measure	2010-2011 Actual	2011-2012 Actual	2012-2013 Target
Measure 1 - Filtered Water Turbidity	100%	100%	100%
Measure 2 - Odor	50%	100%	100%
Measure 3 - Bacterialogical Testing	100%	100%	100%

Surface Water Treatment

507-7120

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 988,857	$ 915,039	$ 1,099,403	$ 970,139
613	Extra Help	-	20,254	10,000	10,000
614	Overtime	27,452	32,429	60,000	60,000
615	Total Benefits	428,729	415,138	576,226	514,858
Salaries & Benefits Sub - Total		**1,445,038**	**1,382,861**	**1,745,629**	**1,554,997**
621	Heat & Power	833,863	1,051,121	905,000	905,000
622	Telephone	8,198	5,651	11,364	11,082
623	Postage & Freight	1,564	11,263	6,000	6,000
624	Advertising	2,440	1,459	6,000	6,000
625	Forms & Supplies	5,583	1,653	7,200	7,200
626	Printing & Binding	3,274	2,794	5,000	5,000
627	Professional Services	225,797	268,065	224,255	224,255
628	Travel & Meeting	161	191	1,500	1,500
631	Dues & Subscriptions	19,749	24,399	30,000	30,000
632	Rental - Bldgs., Equip. & Land	-	4	2,000	2,000
633	Equipment - O & M	9,583	412	250	250
634	Special Equipment - O & M	144,876	104,560	203,000	203,000
635	Vehicle - O & M	35,218	41,257	21,113	23,634
636	Buildings & Facility - O & M	23,224	29,595	35,700	35,700
637	Chemicals	427,684	359,521	435,000	435,000
638	Small Tools & Supplies	6,982	3,773	5,000	5,000
639	Training Programs	13,244	12,403	20,500	20,500
641	Water Purchases	474,972	607,552	675,343	676,745
643	Insurance	18,646	19,259	17,634	19,692
652	Debt Service	350,294	2,579,666	365,349	810,704
654	Interfund Transfers	4,067,223	2,231,864	1,992,684	3,182,908
658	Technology ISF	53,031	49,263	50,129	38,324
660	Other Materials & Supplies	5,050	2,706	20,000	20,000
Supplies & Services Sub - Total		**6,730,655**	**7,408,430**	**5,040,021**	**6,669,494**
692	Capital Acquisitions	105,700	12,269	-	40,000
Acquisitions Sub - Total		**105,700**	**12,269**	**-**	**40,000**
	Total Appropriations	**$ 8,281,393**	**$ 8,803,560**	**$ 6,785,650**	**$ 8,264,491**
649	**Note: Depreciation**	**1,815,127**	**1,980,275**	**1,807,561**	**1,975,605**

Groundwater Treatment

508-7330

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 135,407	$ -	$ -	$ -
613	Extra Help	-	-	-	-
614	Overtime	6,250	-	-	-
615	Total Benefits	56,750	-	-	-
Salaries & Benefits Sub - Total		**198,407**	**-**	**-**	**-**
621	Heat & Power	131,882	-	-	-
622	Telephone	-	-	-	-
623	Postage & Freight	1,867	-	-	-
624	Advertising	1,129	-	-	-
625	Forms & Supplies	-	-	-	-
626	Printing & Binding	2,206	-	-	-
627	Professional Services	106	-	-	-
631	Dues & Subscriptions	8,315	-	-	-
632	Rental - Bldgs., Equip. & Land	-	-	-	-
634	Special Equipment - O & M	9,988	-	-	-
635	Vehicle - O & M	9,797	-	-	-
636	Buildings & Facility - O & M	1,395	-	-	-
637	Chemicals	34,153	-	-	-
638	Small Tools & Supplies	24	-	-	-
639	Training Programs	76	-	-	-
643	Insurance	2,664	-	-	-
652	Debt Service	207,885	-	-	-
654	Interfund Transfers	477,500	-	-	-
660	Other Materials & Supplies	-	-	-	-
Supplies & Services Sub - Total		**888,987**	**-**	**-**	**-**
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 1,087,394**	**$ -**	**$ -**	**$ -**
649	**Note: Depreciation**	**13,562**	**-**	**-**	**-**

Water Capital Fund

509

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ -	$ -	$ -	$ -
613	Extra Help	-	-	-	-
615	Total Benefits	-	-	-	-
Salaries & Benefits Sub - Total		**-**	**-**	**-**	**-**
652	Debt Service	1,189,472	2,535,805	1,096,047	1,553,908
654	Interfund Transfers	591,160	346,188	203,500	-
Supplies & Services Sub - Total		**1,780,632**	**2,881,993**	**1,299,547**	**1,553,908**
		-	-	-	-
692	Capital Acquisitions	**-**	-	**-**	**-**
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 1,780,632**	**$ 2,881,993**	**$ 1,299,547**	**$ 1,553,908**

Water HWS-Region 1 Fund

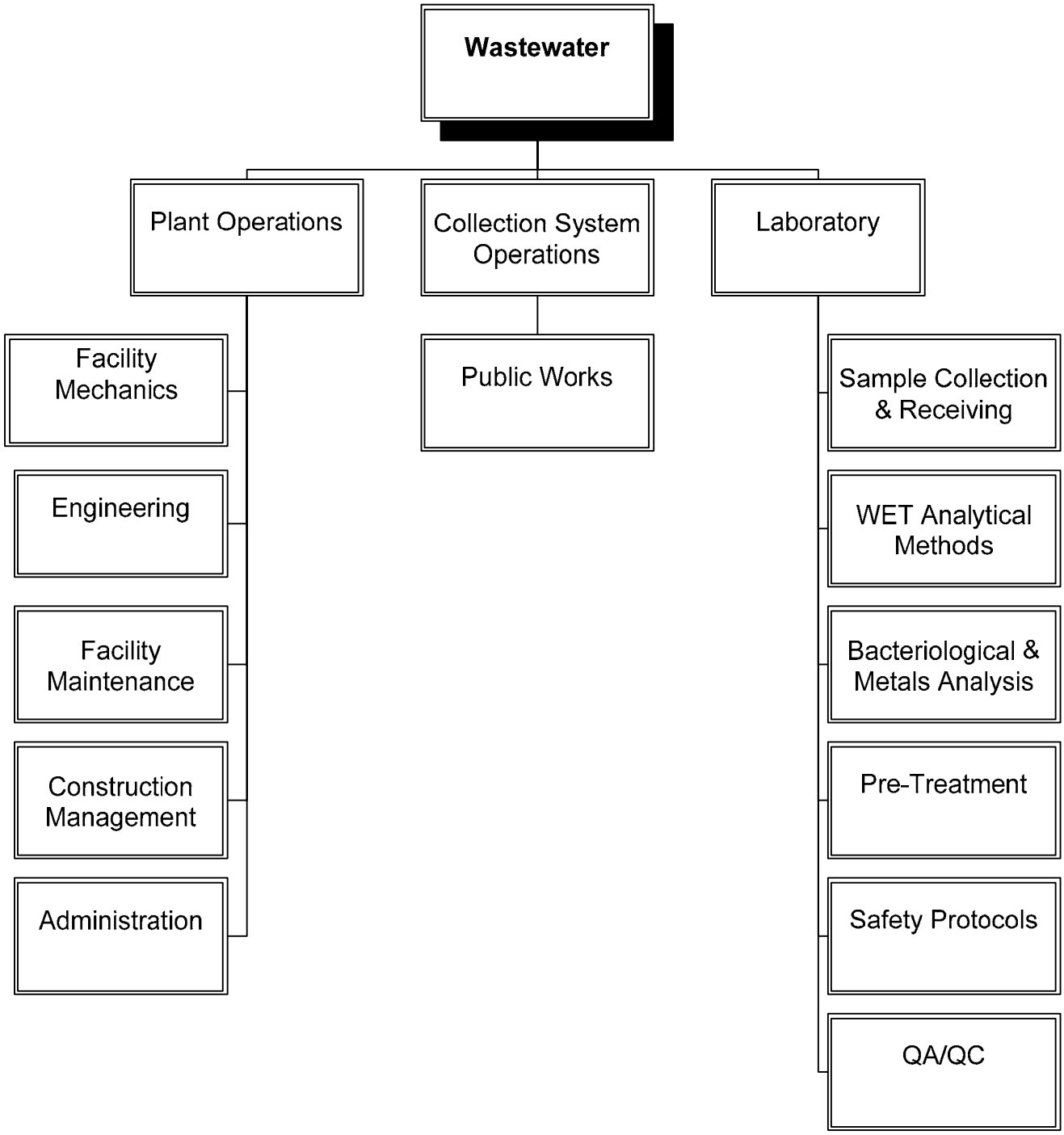
533-7341

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ -	$ -	$ -	$ -
613	Extra Help	-	-	-	-
615	Total Benefits	-	-	-	-
Salaries & Benefits Sub - Total		**-**	**-**	**-**	**-**
627	Professional Services	1,100	1,500	-	-
652	Debt Service	-	34,396	150,000	146,858
654	Interfund Transfers	-	-	-	-
Supplies & Services Sub - Total		**1,100**	**35,896**	**150,000**	**146,858**
				-	-
692	Capital Acquisitions	**-**	-	**-**	**-**
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 1,100**	**$ 35,896**	**$ 150,000**	**$ 146,858**

Water HWS-Region 2/3 Fund

534-7342

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ -	$ -	$ -	$ -
613	Extra Help	-	-	-	-
615	Total Benefits	-	-	-	-
Salaries & Benefits Sub - Total		**-**	**-**	**-**	**-**
627	Professional Services	1,100	-	-	-
652	Debt Service	-	50,021	380,000	415,147
654	Interfund Transfers	-	-	-	-
Supplies & Services Sub - Total		**1,100**	**50,021**	**380,000**	**415,147**
		-	-	-	-
692	Capital Acquisitions	**-**	-	**-**	**-**
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 1,100**	**$ 50,021**	**$ 380,000**	**$ 415,147**


Wastewater
Plant Operations
Collection System Operations
Laboratory
Facility Mechanics
Engineering
Facility Maintenance
Construction Management
Administration
Public Works
Sample Collection & Receiving
WET Analytical Methods
Bacteriological & Metals Analysis
Pre-Treatment
Safety Protocols
QA/QC

SERVICE DESCRIPTION

The Wastewater Collection Division maintains about 200 miles of sewer main and works with and supports engineering projects and the operations of the Wastewater Treatment Plant. In addition, the Division maintains sewer manholes, force mains, and other typical waste-water collection infrastructure.

FY 2011 - 2012 ACCOMPLISHMENTS

- Responded to 177 customer requests for service and cleaned 55 sewer main obstructions.
- Hydro-washed and mechanically cleaned 12 miles of sewer main.

FY 2012 - 2013 INITIATIVES

- Continue to reduce the instances of sewer main blockage by increased hydro-washing followed by video inspection.
- Through the use of video inspection, provide the Engineering Division with accurate information for prioritization and development of a comprehensive pipe repair and replacement program.
- Reduce infiltration into the collection system with the aid of video inspection and investigation.
- Maintain monthly lift station cleaning
- Maintain monthly plant maintenance / cleaning

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Maintain the number of sanitary sewer lines cleaned at 30 miles
2. Maintain the number of sanitary sewer line Inspections by Closed Circuit Television Inspection at 20 miles.
3. Continue to expand Iworq's Computer Maintenance Management System within the Division.

Performance Measure		2010 2011 Actual	2011 2012 Actual	2012 2013 Target
Measure 1 -	Clearing of Sewer Lines	45	12	12
Measure 2 -	CCTV Inspection	40	12	12

Wastewater Collection

518-8110

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 201,053	$ 269,608	$ 366,806	$ 366,806
613	Extra Help	9,512	-	46,000	46,000
614	Overtime	9,584	7,257	7,000	7,000
615	Total Benefits	116,107	136,854	233,148	235,374
Salaries & Benefits Sub - Total		**336,255**	**413,719**	**652,954**	**655,180**
622	Telephone	1,300	1,361	1,224	1,177
623	Postage & Freight	-	-	-	-
625	Forms & Supplies	65	718	1,000	1,000
627	Professional Services	10,916	7,863	13,620	13,620
628	Travel & Meeting	-	-	1,000	1,000
631	Dues & Subscriptions	486	660	800	800
632	Rental - Bldgs., Equip. & Land	-	-	2,000	2,000
633	Equipment - O & M	300	-	300	300
634	Special Equipment - O & M	25,576	20,086	15,000	15,000
635	Vehicle - O & M	116,177	112,186	109,919	122,797
636	Buildings & Facility - O & M	12,900	17,134	27,400	27,400
637	Chemicals	748	735	5,100	5,100
638	Small Tools & Supplies	4,182	12,822	4,000	4,000
639	Training Programs	9,023	11,989	8,000	8,000
641	Water Purchases	-	173	404	418
643	Insurance	4,263	4,664	6,198	7,003
654	Interfund Transfer	-	-	-	378,000
658	Technology ISF	959	755	774	665
Supplies & Services Sub - Total		**186,895**	**191,146**	**196,739**	**588,280**
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 523,150**	**$ 604,865**	**$ 849,693**	**$ 1,243,460**
649	**Note: Depreciation**	**1,058,889**	**1,063,780**	**1,083,177**	**1,089,508**

PUBLIC WORKS - UTILITY DIVISION VISION STATEMENT

World class water and a pristine Feather River.

PUBLIC WORKS UTILITY DIVISION STATEMENT

Provide safe, reliable and efficient water/wastewater services for our community and environment.

WASTEWATER MISSION STATEMENT

Providing reliable wastewater services to the residents of Yuba City in the safest, most economical means possible while safeguarding the environment.

SERVICE DESCRIPTION

The Wastewater Treatment Facility team (Team) maintains and operates the wastewater treatment facility (WWTF) non-stop throughout the year for City residential and business customers. The WWTF provides complete treatment of residential, commercial and industrial wastewaters before discharge to the Feather River. The Team ensures a high quality of treatment in order to protect public health and the environment.

STRATEGIC ISSUES

1. Exceptional Pubic Health and Safety: Health and Safety, for our employees and the community, remain the highest priority for the Team. The Team works collaboratively to solve potential health and safety concerns that may affect the community and our surrounding region.

   The Team continues to improve effluent water quality due to stricter water quality standards. Standards are regulated by the California Regional Water Quality Control Board through NPDES permits. Improvements to existing treatment process units continue to challenge the Team as new regulations are implemented. In addition, the Team faces challenges through the State Waste Discharge Requirements (WDR) collection system permit which reduces sanitary sewer overflows (SSO) and protects public health.

2. Sense of Community: As the City operates within the sphere of influence the Team works cooperatively with the Development Industry to ensure wastewater infrastructure is expanded, coordinated with other infrastructure, and appropriately phased to benefit both new and existing customers.

3. High Quality of Life: The Team maintains and operates the WWTF, which protects the high quality of water in the Feather River and surrounding environment.

4. Quality Service Delivery: Residents and businesses around the perimeter of the wastewater treatment facility require constant vigilance by the Team to ensure that our facility is a good neighbor.

   The Department is continuously improving communication with internal and external customers.

5. Use of Technology: The Team uses a combination of computer software, hardware and instrumentation to maintain and operate the WWTF and other facilities on and off site.

6. Prudent Financial Management: All future underground infrastructure and roadway work will be coordinated to ensure the most efficient expenditure of public funds. In addition, the Team will ensure fees are adequate and development is able to occur with sufficient infrastructure.

   Energy conservation is a top priority of the Wastewater Treatment Facility. New green energy projects will continue to be a top priority to the Department.

   The Department will implement an Asset Management Program to improve efficiency and maintenance of assets and to maximize the talents of our staff.

7. Balanced Economic Development: The Team uses a hydraulic modeling tool to ensure infrastructure is adequately sized and has the capacity necessary for development within infill areas and within our Sphere of Influence as defined by the General Plan.

FY 2011 – 2012 ACCOMPLISHMENTS

- The WWTF biosolids management program was updated in FY 11-12 in anticipation of new regulations and to minimize nuisance issues.
- Completed the application for the next discharge permit scheduled to be adopted by the regional board in the spring 2013.
- The Team continued to operate and efficiently maintain high standards of treatment and testing while implementing a 10% furlough program.
- Staff completed revisions of the Department Safety and Compliance Plan and other related safety plans per EPA and Cal OHSA.
- The Wastewater Facility successfully passed annual Environmental Protection Agency and California Regional Water Quality Board plant and safety inspections.
- Conducted plant tours with participants from Yuba and Sutter Counties.
- Staff efforts continue to minimize sanitary sewer overflows by managing the Fats Oils and Grease (FOG) Program.
- Staff reviewed plans, worked with other City Departments and approved grease removal devices for several newly proposed and existing food service establishments.
- Staff continuously works with establishments in the City that are considered high priority in reducing the amounts of FOG discharged to the sanitary sewer system and has successfully accomplished repairs and / or upgrades to their grease removal systems.
- Cleaned the east digester and performed system maintenance to enable the digestion of waste solids to be completed in the most efficient manner possible.
- Rehabilitated the belt press dewatering equipment. Efficient dewatering processes reduce biosolids disposal costs.
- Cleaned and performed maintenance on all influent structures. Properly operated influent structures protect downstream facilities, reduce maintenance costs and promote efficient wastewater treatment.

FY 2012 – 2013 INITIATIVES

- Work to secure the next discharge permit that meets the needs of the community and the environment.
- The Team will continue investigating development of a grease and septage receiving facility. The facility will enable the team to efficiently process septage through the biosolids process as well as providing additional methane to be converted to electricity by the microturbine system.
- Rehabilitate the secondary aeration basins and the electrical feed systems. These projects will increase efficiency and reliability of the wastewater treatment facility.
- Add remote monitoring to 2 lift stations.
- Continue to increase certification levels of operations and maintenance staff.
- Evaluate new heating option of chlorine building to reduce our reliance on natural gas.
- Continue on-site inspections of food service establishment grease traps. This will reduce sanitary system overflows and system maintenance costs.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

- The Maintenance Team will use the software Maintenance Program to further reduce expensive reactive repairs and increase the time spent as scheduled maintenance. This will increase plant reliability and help eliminate the risk of NPDES permit violations and thus State monetary penalties.

- The Operations Staff will continue to strive for 100% NPDES discharge permit compliance.

- The Maintenance Team will further reduce Stonegate SSO's through the development of a scheduled preventative maintenance program; therefore, saving time and money.

- The Team will strive towards completing additional FOG inspections. This will further assist the wastewater collection system team in accomplishing a reduction in the number of FOG related SSO's both within the City limits and with the Stonegate service area.

- Provide greater than 750,000 kWh in microturbine generated electricity from digester gas.

Performance Measure	2010-2011 Actual	2011-2012 Actual	2012-2013 Target
Measure 1 - Reactive Maintenance	30%	20%	<25%
Measure 2 - NPDES	99%	99%	>95%
Measure 3 - Stonegate SSO	1	3	<5
Measure 4 - FOG Inspections	54	10	>75
Measure 5 - Microturbine Production, kWh	596,363	248,691	>750,000

Wastewater Treatment

518-8120

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 1,394,541	$ 1,036,513	$ 1,239,605	$ 1,126,054
613	Extra Help	-	13,583	30,000	30,000
614	Overtime	38,356	83,281	56,000	56,000
615	Total Benefits	658,824	538,797	681,910	630,654
Salaries & Benefits Sub - Total		**2,091,721**	**1,672,174**	**2,007,515**	**1,842,708**
621	Heat & Power	963,597	988,081	961,000	1,056,000
622	Telephone	22,313	22,586	22,728	23,583
623	Postage & Freight	107	6,830	2,000	2,000
624	Advertising	2,840	(696)	5,000	5,000
625	Forms & Supplies	7,432	3,414	21,350	21,350
626	Printing & Binding	2,506	1,520	4,000	4,000
627	Professional Services	91,745	113,622	163,500	201,924
628	Travel & Meeting	1,110	258	2,000	2,000
631	Dues & Subscriptions	43,819	72,308	100,000	100,000
632	Rental - Bldgs., Equip. & Land	737	1,153	4,000	4,000
633	Equipment - O & M	4,985	1,305	11,300	6,500
634	Special Equipment - O & M	248,851	295,008	709,500	659,500
635	Vehicle - O & M	220,326	198,211	155,257	129,320
636	Buildings & Facility - O & M	51,675	60,255	69,500	69,500
637	Chemicals	373,841	453,921	520,000	616,000
638	Small Tools & Supplies	14,071	8,904	9,000	9,000
639	Training Programs	28,409	18,278	36,000	36,000
641	Water Purchases	-	3,994	1,700	16,996
643	Insurance	32,025	30,738	23,510	26,195
652	Debt Service	564,477	570,891	572,864	540,170
654	Interfund Transfers	1,298,971	1,298,438	1,412,142	3,102,590
658	Technology ISF	78,381	67,732	67,545	56,074
660	Other Materials & Supplies	4,988	14,502	33,500	33,500
Supplies & Services Sub - Total		**4,057,206**	**4,231,252**	**4,907,396**	**6,721,202**
692	Equipment	36,284	35,173	2,500	-
Acquisitions Sub - Total		**36,284**	**35,173**	**2,500**	**-**
	Total Appropriations	**$ 6,185,211**	**$ 5,938,600**	**$ 6,917,411**	**$ 8,563,910**
649	**Note: Depreciation**	**1,840,039**	**1,946,394**	**1,836,299**	**1,942,382**

Wastewater Capital Fund

527

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ -	$ -	$ -	$ -
613	Extra Help	-	-	-	-
615	Total Benefits	-	-	-	-
Salaries & Benefits Sub - Total		**-**	**-**	**-**	**-**
652	Debt Service	864,578	874,402	877,424	827,349
654	Interfund Transfers	-	-	-	436,000
Supplies & Services Sub - Total		**864,578**	**874,402**	**877,424**	**1,263,349**
692	Capital Acquisitions	**-**	-	**-**	**-**
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 864,578**	**$ 874,402**	**$ 877,424**	**$ 1,263,349**

River Highlands

516-8160

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 19,499	$ 43,556	$ -	$ -
613	Extra Help	-	-	-	-
614	Overtime	-	2,712	-	-
615	Total Benefits	8,919	21,166	-	-
Salaries & Benefits Sub - Total		**28,418**	**67,435**	**-**	**-**
622	Telephone	-	-	-	-
623	Postage & Freight	-	7	-	-
625	Forms & Supplies	-	-	-	-
626	Printing & Binding	-	-	-	-
627	Professional Services	-	1,500	1,000	-
628	Travel & Meeting	-	-	-	-
631	Dues & Subscriptions	-	-	-	-
633	Equipment - O & M	-	-	-	-
634	Special Equipment - O & M	2,952	21,182	17,400	-
635	Vehicle - O & M	-	-	-	-
636	Buildings & Facility - O & M	-	-	-	-
638	Tools, Supplies, Equipment	-	-	-	-
639	Training Programs	-	-	-	-
643	Insurance	-	-	-	-
654	Interfund Transfers	-	-	-	-
660	Other Materials & Supplies	-	-	-	-
Supplies & Services Sub - Total		**2,952**	**22,689**	**18,400**	**-**
692	Equipment	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 31,370**	**$ 90,124**	**$ 18,400**	**$ -**
649	**Note: Depreciation**	-	-	-	-

Stonegate

519-8210

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 3,021	$ 4,374	$ -	$ -
613	Extra Help	-	-	-	-
614	Overtime	-	-	-	-
615	Total Benefits	1,729	2,342	-	-
Salaries & Benefits Sub - Total		**4,751**	**6,716**	**-**	**-**
621	Heat & Power	65	-	150	-
622	Telephone	-	-	-	-
623	Postage & Freight	-	-	-	-
625	Forms & Supplies	-	-	-	-
626	Printing & Binding	-	-	-	-
627	Professional Services	-	-	-	-
628	Travel & Meeting	-	-	-	-
631	Dues & Subscriptions	-	-	-	1,800
633	Equipment - O & M	-	-	-	-
634	Special Equipment - O & M	4,907	20,845	61,925	60,000
635	Vehicle - O & M	-	-	-	-
636	Buildings & Facility - O & M	25	-	-	-
638	Tools, Supplies, Equipment	-	-	-	-
639	Training Programs	-	-	-	-
641	Water Purchases	-	87	208	408
643	Insurance	-	-	-	-
654	Interfund Transfers	-	-	-	-
660	Other Materials & Supplies	-	-	-	-
Supplies & Services Sub - Total		**4,998**	**20,932**	**62,283**	**62,208**
692	Equipment	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 9,749**	**$ 27,648**	**$ 62,283**	**$ 62,208**
649	**Note: Depreciation**	-	-	-	-

Laboratory

SERVICE DESCRIPTION

The Laboratory provides analytical testing services to City residential customers, City Departments and other municipalities. The City of Yuba City owns and operates the only full-service State certified laboratory in the Yuba-Sutter area.

STRATEGIC ISSUES

1. Exceptional Public Health and Safety:
   - The State of California Department of Public Health (CDPH) has certified the City laboratory in both water and wastewater analysis. Having a local laboratory certified by the CDPH helps the City provide exceptional service to maintain public health, safety and welfare.
   - The Pretreatment Program identifies and measures pollutants being discharged to the Wastewater Facility by both domestic and industrial sources. By quantifying these pollutants, the Department can ensure the City stays in compliance with the Wastewater Treatment Facility discharge permit, provide employee safety and prevent infrastructure damage.
2. Use of Technology: The modern laboratory is computerized to automate sample processing, data processing, report generation and archiving. The use of technology is necessary in providing high quality services to the public.
3. Modern Public Infrastructure: The laboratory utilizes advanced instrumentation systems to meet the regulatory and customer demands. Automated laboratory equipment in conjunction with the laboratory computer network allows lab staff to quickly respond to customer needs.

FY 2011 - 2012 ACCOMPLISHMENTS

- Accomplished a 96.8 % accuracy rating on laboratory ELAP certification performance evaluation samples which exceeded the 95 % performance measure.
- Coordinated with Water Treatment Plant staff to accomplish the goal of zero positive bacteriological samples within the distribution system.
- Laboratory staff completed review and updates of 4 Standard Operating Procedure (SOP) manuals.
- Supported the Wastewater Treatment Facility Operations Division by supplying timely process information to maintain compliance with NPDES discharge permit.
- The Laboratory developed and implemented a new volatile acids analytical method.
- The laboratory team developed and executed a plan to collect priority pollutant samples at all eight Yuba City wastewater pond monitoring well sites.
- Reviewed the Total Phosphorus, Total Kjeldahl Nitrogen, and Oil & Grease analytical methods to determine if the laboratory should begin performing these test in-house.
- A section of the Wastewater Treatment Facility permit includes the Pretreatment Program. Staff annually participates in an extensive program review/inspection by USEPA. Staff continues to implement measures outlined in the USEPA reports; therefore, the Pretreatment Program is kept current.
- Fully implemented Linko software to more efficiently manage Industrial Pretreatment Program.
- Updated Industrial Pretreatment Program website.
- Provided support in the development of the City's updated Sewer Use Ordinance.
- Completed new Industrial Waste Local Limits Study.

- Developed new Fats, Oils, & Grease (FOG) Ordinance.
- Inspected two (2) non-permitted Industrial Users for possible inclusion into Pretreatment Program.

FY 2012 - 2013 INITIATIVES

- Install and implement Crystal Reports to increase customer reporting efficiency.
- Review the commercial client invoicing procedures and automate if necessary.
- Review and update if necessary the Quality Control (QC) limits and specifications currently in LABWORKS.
- Incorporate State of California Environmental Laboratory Accreditation Program (ELAP) Method Update Rules (MUR) as necessary.
- Continue > 95% accuracy rate performance in annual independent blind sample evaluation studies.
- Examine if it is in the City's best interest to purchase an ICP-MS instrument to replace two obsolete metals instruments.
- Install new Ion Chromatography Analytical Instrument.
- Update Industrial Pretreatment Program website to reflect changes within the Public Works Department.
- Develop two (2) Pretreatment Best Management Practices (BMPs) for inclusion into Pretreatment website.
- Inspect two (2) non-permitted Industrial Users for possible inclusion into Pretreatment Program.
- Implement new Linko Remote Inspector FOG software and portable pc tablet.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Maintain > 95% performance evaluation performance rate.
2. The laboratory reviewed four SOPs for 2011-2012. The laboratory will review at least four in 2012-2013.
3. Conduct all required Significant Industrial User (SIU) site inspections to maintain compliance with Federal and State regulations.

Performance Measure	2010-2011 Actual	2011-2012 Actual	2012-2013 Target
Measure 1 - Testing Efficiency	96.8%	96.8%	95.0%
Measure 2 - SOP Reviews	4	4	4
Measure 3 - SIU Site Inspections	7	7	7

Laboratory

518-8140

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 281,069	$ 263,390	$ 279,174	$ 240,827
613	Extra Help	12,514	30,395	6,500	6,500
614	Overtime	3,375	5,845	8,000	8,000
615	Total Benefits	116,896	110,753	159,822	142,220
Salaries & Benefits Sub - Total		**413,854**	**410,383**	**453,496**	**397,547**
622	Telephone	1,440	1,584	1,584	1,066
623	Postage & Freight	11,176	2,671	5,000	5,000
625	Forms & Supplies	4,887	4,091	6,000	6,000
626	Printing & Binding	-	53	-	-
627	Professional Services	136,416	114,339	165,000	180,000
628	Travel & Meeting	4	-	1,000	1,000
631	Dues & Subscriptions	499	420	750	750
633	Equipment - O & M	-	-	-	-
634	Special Equipment - O & M	133,540	107,132	150,000	150,000
635	Vehicle - O & M	10,101	10,529	10,374	6,344
636	Buildings & Facility - O & M	3,408	7,543	8,850	8,850
638	Tools, Supplies, Equipment	-	-	-	-
639	Training Programs	1,506	2,915	5,000	5,000
643	Insurance	5,408	5,179	4,353	4,919
654	Interfund Transfers	-	-	-	-
658	Technology ISF	903	825	845	703
660	Other Materials & Supplies	11,195	34	15,000	15,000
Supplies & Services Sub - Total		**320,483**	**257,315**	**373,756**	**384,632**
692	Equipment	-	-	-	35,000
Acquisitions Sub - Total		**-**	**-**	**-**	**35,000**
	Total Appropriations	**$ 734,337**	**$ 667,698**	**$ 827,252**	**$ 817,179**
649	**Note: Depreciation**	**49,538**	**49,538**	**49,538**	**49,538**

Pretreatment Program

518-8130

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 70,026	$ 73,929	$ 70,739	$ 34,249
613	Extra Help	-	-	1,000	1,000
614	Overtime	517	697	750	750
615	Total Benefits	33,593	35,511	37,997	17,085
Salaries & Benefits Sub - Total		**104,135**	**110,137**	**110,486**	**53,084**
622	Telephone	288	144	144	1,097
623	Postage & Freight	-	198	1,000	1,000
625	Forms & Supplies	-	78	1,000	1,000
626	Printing & Binding	-	-	-	-
627	Professional Services	4,390	14,054	35,000	30,000
628	Travel & Meeting	-	-	250	250
631	Dues & Subscriptions	-	-	200	200
633	Equipment - O & M	-	-	-	-
634	Special Equipment - O & M	384	4,550	10,000	10,000
635	Vehicle - O & M	-	100	-	-
636	Buildings & Facility - O & M	-	-	-	-
638	Tools, Supplies, Equipment	-	-	-	-
639	Training Programs	-	67	1,250	1,250
643	Insurance	979	1,299	1,068	1,199
654	Interfund Transfers	-	-	-	-
660	Other Materials & Supplies	-	-	-	-
Supplies & Services Sub - Total		**6,041**	**20,489**	**49,912**	**45,996**
692	Equipment	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 110,176**	**$ 130,626**	**$ 160,398**	**$ 99,080**
649	**Note: Depreciation**	**2,200**	**2,200**	**2,200**	**2,200**

BUDGET SUMMARY

	Actual Expenditures 2009-10	Actual Expenditures 2010-11	Adopted/Amended Budget 2011-12	Adopted Budget 2012-13	Change From Year 2011-12 to 2012-13	% Change
Full Time Equivalent Positions	1.0	1.0	1.0	0.0	(1)	-100.0%
Salaries & Benefits	$ 1,449	$ 1,223	$ -	$ -	0	0.0%
Supplies & Services	1,042,784	1,622,235	2,024,653	1,139,732	(884,921)	-43.7%
Capital Acquisitions	-	-	-	-	0	0.0%
Contributions to Other Funds	11,266,663	6,804,481	2,130,173	4,998,873	2,868,700	134.7%
Total	**$ 12,310,896**	**$ 8,427,939**	**$ 4,154,826**	**$ 6,138,605**	**$ 1,983,779**	**47.7%**

Summary

CDBG Program	$ 264,247	$ 359,487	$ 511,638	$ 504,678
CDBG Housing RLF	136,072	141,134	20,000	10,000
Streets and Roads	7,108,786	4,768,905	1,704,921	3,554,245
Traffic Safety	313,990	365,819	250,000	190,000
Landscape Assessment	611,813	517,526	561,780	595,816
Development Impact Fees	3,423,000	1,457,000	-	855,000
HOME Program	138,080	556,273	892,000	152,000
Suspended Traffic Offender	200,000	150,000	100,000	50,000
Residential Street Lighting	114,908	111,795	114,487	126,866
Fire Mitigation Impact Fees	-	-	-	100,000
Total	**$ 12,310,896**	**$ 8,427,939**	**$ 4,154,826**	**$ 6,138,605**

PERSONNEL SUMMARY

(shown in full time equivalents)

	Adopted Budget 2010-11	Adopted Budget 2011-12	Adopted Budget 2012-13	
Community Development Block Grant (CDBG Fund)				
Housing Analyst I/II	1.0	-	-	*
Total	**1.0**	**-**	**-**	

Note: This program is administered through the General Fund and cost allocated to the CDBG program

SERVICE DESCRIPTION

The primary objective of the Housing Division is to develop viable urban communities by providing decent, affordable housing to individuals and families of low- and moderate-income; to create a suitable living environment; and to expand economic opportunities for the benefit of low- and moderate-income persons. The provision of housing is made through various programs, including the Community Development Block Grant (CDBG) program, First-Time Homebuyer, Owner-Occupied Rehabilitation, rental assistance, and rental rehabilitation.

FY 2011-2012 ACCOMPLISHMENTS

- Assisted seven families with the purchase of their first home through the first-time home buyer loan program.
- Provided funding for the rehabilitation of one home through the CDBG Rehab Loan Program.
- Implemented the second annual Neighborhood Revitalization Strategy project. Fifteen housing units were assisted through the Helping Area Neighborhoods Develop Successfully (HANDS) task force.
- Applied for $600,000 of 2011 CalHOME grant funding to provide additional first-time homebuyer assistance, as well as owner-occupied rehabilitation assistance, to low income residents.
- Awarded $4.4 million of additional Neighborhood Stabilization Program (NSP) funding through NSP3 to purchase and rehabilitate foreclosed homes to rent to low-moderate income residents.
- Provided assistance for ADA modifications to over twenty-two disabled persons homes through FREED Center for Independent Living.
- Provided Hands of Hope with thirty-six lockers in order to provide secure storage of homeless person's personal belongings while at the service center.
- Assisted A Hand Up Ministry with providing food to over 1,800 homeless persons.
- Completed ADA upgrades to City streets, near the following City parks: Hillcrest Park, Hollytree Park, Happy Park, Southside Park, Greenwood Park, Bogue Park, and Patriot Park. Also completed ADA upgrades at the intersections of Gray Avenue / Washington and 2nd Street / C Street.
- Provided assistance to the Regional Housing Authority of Sutter and Nevada Counties to re-roof seven duplex housing units at 448 Garden Highway.
- Casa de Esperanza utilized CDBG funds to rehabilitate an aging children's restroom at the shelter.
- Five units of transitional housing for domestic violence victims were renovated, including a new roof, windows, and paint.
- Assisted with the housing needs of homeless veterans through the Central Valley Homeless Veterans Assistance Program.
- Through the Salvation Army's Family Self Sufficiency Program, CDBG funds provided case management services for formerly homeless families living in transitional housing.
- California Rural Legal Assistance provided a Fair Housing workshop to educate property managers on fair housing laws and new developments.
- A new Fair Housing section was added to the City's website to educate residents on fair housing laws to ensure equal housing opportunities for all residents.
- Mental Health America Yuba – Sutter utilized CDBG funds to provide a food service job training program for persons with

mental health disabilities. Upon completion of training, the trainees are provided the potential of employment at food service establishments within the community.

FY 2012-2013 INITIATIVES

- Continue efforts to increase the supply of decent, safe and affordable housing by funding and promoting the Housing Rehabilitation program.
- Apply for an additional round of funding through the 2012 HOME Grant.
- Continue to seek other funding sources to enhance and support the City's First Time Homebuyer and Rehabilitation programs.
- Support collaborative partnerships with non-profit housing developers to increase the supply of low- and moderate-income rental housing.
- Promote Economic Development by funding job training efforts and micro-enterprise loans for small businesses.
- Continue to expand neighborhood revitalization efforts through the Helping Area Neighborhoods Develop Successfully (HANDS) project.
- Continue funding and promoting programs that address the needs of homeless persons and families in the community, and work with local homeless service providers through the Continuum of Care process for homelessness.
- Continue to improve the conditions and accessibility (ADA improvements) of the City's public facilities and infrastructure in low-and moderate-income areas.
- Increase support and promotion of programs that assist domestic violence victims, homeless, seniors, and youths.
- Utilize NSP 3 funds to purchase and rehabilitate approximately twenty-six additional foreclosed homes.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Provide funding for housing rehabilitation to homeowners who are of low and moderate income, funding 3 loans in 2012-2013.
2. Maintain existing housing stock for persons who are of low and moderate income via implementation of the housing rehabilitation program and the HANDS program.
3. Provide public services for persons who are predominantly low-income including seniors, at-risk youth, disabled persons and victims of domestic violence.
4. Improve the citywide living environment through support of projects to improve public facilities including parks and street improvements.
5. Increase affordable housing stock for persons who are of low and moderate income by purchasing and rehabilitating twenty-six (26) single family residential foreclosed homes through NSP3 program.
6. Further expand Economic Development by funding additional job training opportunities and making micro-enterprise loans available to small businesses.

Performance Measure		2010 2011 Actual	2011 2012 Actual	2012 2013 Target
Measure 1	Rehabilitation Loans	3	1	3
Measure 2	CDBG Housing Units Rehabbed	83	27	35
Measure 3	CDBG Public Service Programs	4	4	4
Measure 4	CDBG Infrastructure Projects	1	1	2
Measure 5	Increase Affordable Housing Units	0	0	26
Measure 6	Economic Development Opportunities	1	1	1

CDBG Program

204-63*

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ -	$ -	$ -	$ -
613	Extra Help	1,353	1,155	-	-
614	Overtime	-		-	-
615	Total Benefits	96	68	-	-
Salaries & Benefits Sub - Total		**1,449**	**1,223**	**-**	**-**
622	Telephone	144	-	-	-
623	Postage & Freight	-	108	-	-
624	Advertising	390	299	-	-
625	Forms & Supplies	137	149	-	-
627	Professional Services	35,010	1,600	97,327	95,643
628	Travel & Meeting	744	1,601	-	-
631	Dues & Subscriptions	632	632	-	-
633	Office Equipment - O & M	-	-	-	-
643	Insurance	1,076	-	-	-
653	Program Expenses	223,598	353,875	414,311	409,035
654	Interfund Transfers	-	-	-	-
658	Technology ISF	1,067	-	-	-
660	Other Materials & Supplies	-	-	-	-
Supplies & Services Sub - Total		**262,798**	**358,264**	**511,638**	**504,678**
692	Equipment	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 264,247**	**$ 359,487**	**$ 511,638**	**$ 504,678**

CDBG Housing RLF

BUDGET SUMMARY

	Actual Expenditures 2009-10	Actual Expenditures 2010-11	Adopted/Amended Budget 2011-12	Adopted Budget 2012-13	Change From Year 2011-12 to 2012-13	% Change
Full Time Equivalent	0.0	0.0	0.0	0.0	0.0	0.0%
Salaries & Benefits	$ -	$ -	$ -	$ -	$ -	0.0%
Supplies & Services	136,072	141,134	20,000	10,000	(10,000)	-50.0%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions to Other Funds	-	-	-	-	-	0.0%
Total	**$ 136,072**	**$ 141,134**	**$ 20,000**	**$ 10,000**	**$ (10,000)**	**-50.0%**
Financing Sources						
CDBG Housing RLF	136,072	141,134	20,000	10,000		

BUDGET SUMMARY

	Actual Expenditures 2009-10	Actual Expenditures 2010-11	Adopted/Amended Budget 2011-12	Adopted Budget 2012-13	Change From Year 2011-12 to 2012-13	% Change
Full Time Equivalent Positions	0.0	0.0	0.0	0.0	0.0	0.0%
Salaries & Benefits	$ -		$ -	$ -	$ -	0.0%
Supplies & Services	138,080	556,273	892,000	152,000	(740,000)	-83.0%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions to Other Funds	-	-	-	-	-	0.0%
Total	**$ 138,080**	**$ 556,273**	**$ 892,000**	**$ 152,000**	**$ (740,000)**	**-83.0%**
Financing Sources						
Home Program	138,080	556,273	892,000	152,000		

BUDGET SUMMARY

	Actual Expenditures 2009-10	Actual Expenditures 2010-11	Adopted/Amended Budget 2011-12	Adopted Budget 2012-13	Change From Year 2011-2012 to 2012-2013	% Change
Full Time Equivalent Positions	0.0	0.0	0.0	0.0	0.0	0.0%
Salaries & Benefits	$ -	$ -	$ -	$ -	$ -	0.0%
Supplies & Services	-	-	-	-	-	0.0%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions to Other Funds	7,108,786	4,768,905	1,704,921	3,554,245	1,849,324	108.5%
Total	**$ 7,108,786**	**$ 4,768,905**	**$ 1,704,921**	**$ 3,554,245**	**$ 1,849,324**	**108.5%**
Financing Sources						
Streets & Roads Fund	7,108,786	4,768,905	1,704,921	3,554,245		

BUDGET SUMMARY

	Actual Expenditures 2009-10	Actual Expenditures 2010-11	Adopted/Amended Budget 2011-12	Adopted Budget 2012-13	Change From Year 2011-12 to 2012-13	% Change
Full Time Equivalent Positions	0.0	0.0	0.0	0.0	0.0	0.0%
Salaries & Benefits	$ -	$ -	$ -	$ -	$ -	0.0%
Supplies & Services	63,990	165,819	150,000	40,000	(110,000)	-73.3%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions to Other Funds	250,000	200,000	100,000	150,000	50,000	50.0%
Total	**$ 313,990**	**$ 365,819**	**$ 250,000**	**$ 190,000**	**$ (60,000)**	**-24.0%**
Financing Sources						
Traffic Safety Fund	313,990	365,819	250,000	190,000		

BUDGET SUMMARY

	Actual Expenditures 2009-10	Actual Expenditures 2010-11	Adopted/Amended Budget 2011-12	Adopted Budget 2012-13	Change From Year 2011-12 to 2012-13	% Change
Full Time Equivalent	0.0	0.0	0.0	0.0	0.0	0.0%
Salaries & Benefits	$ -	$ -	$ -	$ -	$ -	0.0%
Supplies & Services	-	-	-	-	-	0.0%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions to Other Funds	200,000	150,000	100,000	50,000	(50,000)	-50.0%
Total	**$ 200,000**	**$ 150,000**	**$ 100,000**	**$ 50,000**	**$ (50,000)**	**-50.0%**
Financing Sources						
Suspended Traffic Offender	200,000	150,000	100,000	50,000		

BUDGET SUMMARY

	Actual Expenditures 2009-10	Actual Expenditures 2010-11	Adopted/Amended Budget 2011-12	Adopted Budget 2012-13	Change From Year 2011-12 to 2012-13	% Change
Full Time Equivalent Positions	0.0	0.0	0.0	0.0	0.0	0.0%
Salaries & Benefits	$ -	$ -	$ -	$ -	$ -	0.0%
Supplies & Services	334,203	293,273	339,948	316,289	(23,659)	-7.0%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions to Other Funds	277,610	224,253	221,832	279,527	57,695	26.0%
Total	**$ 611,813**	**$ 517,526**	**$ 561,780**	**$ 595,816**	**$ 34,036**	**6.1%**
Financing Sources						
Landscape Maintenance District Fund	611,813	517,526	561,780	595,816		

Residential Street Lighting

BUDGET SUMMARY

	Actual Expenditures 2009-10	Actual Expenditures 2010-11	Adopted/Amended Budget 2011-12	Adopted Budget 2012-13	Change From Year 2011-12 to 2012-13	% Change
Full Time Equivalent	0.0	0.0	0.0	0.0	0.0	0.0%
Salaries & Benefits	$ -	$ -	$ -	$ -	$ -	0.0%
Supplies & Services	107,641	107,472	111,067	116,765	5,698	5.1%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions to Other Funds	7,267	4,323	3,420	10,101	6,681	195.4%
Total	**$ 114,908**	**$ 111,795**	**$ 114,487**	**$ 126,866**	**$ 12,379**	**10.8%**
Financing Sources						
Residential Street Lighting	114,908	111,795	114,487	126,866		

Development Impact Fees

BUDGET SUMMARY

	Actual Expenditures 2009-10	Actual Expenditures 2010-11	Adopted/Amended Budget 2011-12	Adopted Budget 2012-13	Change From Year 2011-12 to 2012-13	% Change
Full Time Equivalent Positions	0.0	0.0	0.0	0.0	0.0	0.0%
Salaries & Benefits	$ -	$ -	$ -	$ -	$ -	0.0%
Supplies & Services	-	-	-	-	-	0.0%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions to Other Funds *	3,423,000	1,457,000	-	855,000	855,000	100.0%
Total	**$ 3,423,000**	**$ 1,457,000**	**$ -**	**$ 855,000**	**$ 855,000**	**100.0%**
Financing Sources						
Dev. Impact Fees Fund	3,423,000	1,457,000	-	855,000		

*Note: Subject to change based upon approved Capital Improvement Program approved projects requiring funding.

Fire Mitigation Impact Fees

BUDGET SUMMARY

	Actual Expenditures 2009-10	Actual Expenditures 2010-11	Adopted/Amended Budget 2011-12	Adopted Budget 2012-13	Change From Year 2011-12 to 2012-13	% Change
Full Time Equivalent	0.0	0.0	0.0	0.0	0.0	0.0%
Salaries & Benefits	$ -	$ -	$ -	$ -	$ -	0.0%
Supplies & Services	-	-	-	-	-	0.0%
Capital Acquisitions	-	-	-	-	-	0.0%
Contributions to Other Funds	-	-	-	100,000	100,000	100.0%
Total	**$ -**	**$ -**	**$ -**	**$ 100,000**	**$ 100,000**	**0.0%**
Financing Sources						
Fire Mitigation Impact Fees	-	-	-	100,000	-	

BUDGET SUMMARY

	Actual Expenditures 2009-10	Actual Expenditures 2010-11	Adopted/Amended Budget 2011-12	Adopted Budget 2012-13	Change From Year 2011-12 to 2012-13	% Change
Full Time Equivalent Positions	5.25	4.25	4.00	4.10	0.1	2.5%
Salaries & Benefits	$ 456,006	$ 382,622	$ 354,224	$ 357,755	$ 3,531	1.0%
Supplies & Services	4,441,637	5,020,262	5,721,717	5,360,870	(360,847)	-6.3%
Capital Acquisitions	387,775	223,824	334,000	904,000	570,000	170.7%
Contributions to Other Funds	-	2,700,000	-	-	-	-
Total	**$ 5,285,418**	**$ 8,326,709**	**$ 6,409,941**	**$ 6,622,625**	**$ 212,684**	**3.3%**

Summary

Employee Benefits	$ 2,746,885	$ 2,782,695	$ 3,218,295	$ 3,140,829
Dental/Vision Plan	512,057	494,151	525,000	500,000
Disability Program	42,351	29,611	30,000	30,000
General Liability	395,923	563,472	442,000	469,870
Workers Compensation	142,450	546,373	593,243	350,186
Vehicle Maintenance	808,851	771,663	754,325	761,960
Vehicle Replacement	159,816	2,868,277	197,000	582,000
Technology Replacement	477,086	270,467	650,078	787,780
Total	**$ 5,285,418**	**$ 8,326,709**	**$ 6,409,941**	**$ 6,622,625**

Dental/Vision Plan

603-6512

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ -	$ -	$ -	$ -
613	Extra Help	-	-	-	-
615	Total Benefits	-	-	-	-
Salaries & Benefits Sub - Total		**-**	**-**	**-**	**-**
627	Professional Services	22,247	17,699	20,000	20,000
644	Insurance	489,809	476,452	505,000	480,000
Supplies & Services Sub - Total		**512,057**	**494,151**	**525,000**	**500,000**
692	Capital Acquisitions	**-**	-	**-**	**-**
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 512,057**	**$ 494,151**	**$ 525,000**	**$ 500,000**

Disability Program

604-6520

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ -	$ -	$ -	$ -
613	Extra Help	-	-	-	-
615	Total Benefits	-	-	-	-
Salaries & Benefits Sub - Total		**-**	**-**	**-**	**-**
644	Insurance	42,351	29,611	30,000	30,000
Supplies & Services Sub - Total		**42,351**	**29,611**	**30,000**	**30,000**
692	Capital Acquisitions	**-**	-	**-**	**-**
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 42,351**	**$ 29,611**	**$ 30,000**	**$ 30,000**

Employee Benefits

601-6521

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ -	$ -	$ -	$ -
613	Extra Help	-	-	-	-
615	Total Benefits	-	-	-	-
Salaries & Benefits Sub - Total		**-**	**-**	**-**	**-**
627	Professional Services	18,283	20,290	24,250	54,250
644	Insurance	2,728,601	2,762,405	3,194,045	3,086,579
654	Interfund Transfers	-	-	-	-
Supplies & Services Sub - Total		**2,746,885**	**2,782,695**	**3,218,295**	**3,140,829**
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 2,746,885**	**$ 2,782,695**	**$ 3,218,295**	**$ 3,140,829**

General Liability

605-6535

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ -	$ -	$ -	$ -
613	Extra Help	-	-	-	-
615	Total Benefits	-	-	-	-
Salaries & Benefits Sub - Total		**-**	**-**	**-**	**-**
627	Professional Services	-	-	-	-
643	Insurance	384,645	555,885	417,000	451,410
644	Paid Claims	11,278	7,587	25,000	18,460
654	Interfund Transfers	-	-	-	-
Supplies & Services Sub - Total		**395,923**	**563,472**	**442,000**	**469,870**
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 395,923**	**$ 563,472**	**$ 442,000**	**$ 469,870**

Workers Compensation

607-6555

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ -	$ -	$ -	$ -
613	Extra Help	-	-	-	-
615	Total Benefits	-	-	-	-
Salaries & Benefits Sub - Total		**-**	**-**	**-**	**-**
627	Professional Services	-	1,469	52,683	52,683
639	Training Programs	-	-	-	-
643	Prepaid Insurance	-	-	-	-
644	Insurance	142,450	544,904	540,560	297,503
654	Interfund Transfers	-	-	-	-
Supplies & Services Sub - Total		**142,450**	**546,373**	**593,243**	**350,186**
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 142,450**	**$ 546,373**	**$ 593,243**	**$ 350,186**

Vehicle Maintenance

619-6605

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ 304,093	$ 254,112	$ 207,755	$ 212,464
613	Extra Help	3,882	-	15,000	15,000
614	Overtime	95	5,329	6,000	6,000
615	Total Benefits	147,936	123,182	125,469	124,291
Salaries & Benefits Sub - Total		**456,006**	**382,622**	**354,224**	**357,755**
621	Heat & Power	8,214	8,726	8,500	8,500
622	Telephone	1,382	888	1,250	1,250
623	Postage & Freight	-	1	100	100
625	Forms & Supplies	891	482	1,350	1,000
626	Printing & Binding	-	-	150	150
627	Professional Services	1,036	1,347	2,730	2,730
628	Travel & Meeting	95	77	2,713	2,713
631	Dues & Subscriptions	170	199	350	350
633	Equipment - O & M	600	213	1,000	1,000
634	Special Equipment - O & M	5,712	5,954	11,600	11,600
635	Vehicle - O & M	310,494	349,444	344,394	348,328
636	Buildings & Facility - O & M	4,460	2,789	3,850	3,850
638	Small Tools & Supplies	5,732	7,595	9,725	9,725
639	Training Programs	2,904	2,575	5,530	5,530
643	Insurance	5,035	4,663	3,360	3,784
651	Reimbursable	-	-	-	-
658	Technology ISF	6,120	4,089	3,499	3,595
Supplies & Services Sub - Total		**352,845**	**389,040**	**400,101**	**404,205**
692	Capital Acquisitions	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 808,851**	**$ 771,663**	**$ 754,325**	**$ 761,960**
649	**Note: Depreciation**	**$ 10,458**	**$ 10,064**	**$ 18,566**	**$ 11,395**

Vehicle Replacement

620-6610

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ -	$ -	$ -	$ -
613	Extra Help	-	-	-	-
615	Total Benefits	-	-	-	-
Salaries & Benefits Sub - Total		**-**	**-**	**-**	**-**
623	Postage & Freight	-	-	-	-
625	Forms & Supplies	10,766	8,910	13,000	9,000
635	Vehicle & Special Equp.	2,821	5,751	-	-
638	Small Tools & Supplies	-	-	-	-
654	Interfund Transfers	-	2,700,000	-	-
Supplies & Services Sub - Total		**13,587**	**2,714,660**	**13,000**	**9,000**
694	Capital Acquisitions	146,229	153,617	184,000	573,000
Acquisitions Sub - Total		**146,229**	**153,617**	**184,000**	**573,000**
	Total Appropriations	**$ 159,816**	**$ 2,868,277**	**$ 197,000**	**$ 582,000**
649	**Note: Depreciation**	**$ 880,849**	**$ 662,987**	**$ 698,415**	**$ 581,703**

Technology Replacement

622-6630

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ -	$ -	$ -	$ -
613	Extra Help	-	-	-	-
615	Total Benefits	-	-	-	-
Salaries & Benefits Sub - Total		**-**	**-**	**-**	**-**
622	Telephone	22,981	31,674	37,008	25,000
627	Professional Services	-	18,412	130,000	40,000
633	Computer System	122,939	139,575	149,450	163,450
638	Small Tools & Supplies	89,621	10,598	183,620	228,330
654	Interfund Transfers	-	-	-	-
Supplies & Services Sub - Total		**235,540**	**200,260**	**500,078**	**456,780**
692	Capital Acquisitions	241,546	70,208	150,000	331,000
Acquisitions Sub - Total		**241,546**	**70,208**	**150,000**	**331,000**
	Total Appropriations	**$ 477,086**	**$ 270,467**	**$ 650,078**	**$ 787,780**
649	**Note: Depreciation**	**$ 96,154**	**$ 115,884**	**$ 90,182**	**$ 112,057**

RDA Successor Agency

BUDGET SUMMARY

	Actual Expenditures 2009-10	Actual Expenditures 2010-11	Adopted/Amended Budget 2011-12	Adopted Budget 2012-13	Change From Year 2011-12 to 2012-13	% Change
Full Time Equivalent Positions	0.5	0.5	-	-	-	0.0%
Salaries & Benefits	$ 31,057	$ 29,683	$ 3,267	$ 3,267	$ -	0.0%
Supplies & Services	3,583,751	1,918,462	2,485,295	894,503	(1,590,792)	-64.0%
Capital Acquisitions	(682)	-	-	-	-	0.0%
Contributions to Other Funds	3,302,420	4,379,934	2,860,350	2,930,622	70,272	2.5%
Total	**$ 6,916,546**	**$ 6,328,079**	**$ 5,348,912**	**$ 3,828,392**	**$ (1,520,520)**	**-28.4%**
Financing Sources						
Redevelopment Fund	6,916,546	6,328,079	5,348,912	3,828,392		

PERSONNEL SUMMARY

(shown in full time equivalents)

	Adopted Budget 2010-11	Adopted Budget 2011-12	Adopted Budget 2012-13
Redevelopment			
Administrative Clerk Limited Term	0.52	-	-
Total	**0.5**	**-**	**-**

Redevelopment Agency

201-6011

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries	$ 23,220	$ 21,885	$ -	$ -
613	Extra Help	-	-	-	-
614	Overtime	-	-	-	-
615	Total Benefits	7,837	7,799	3,267	-
Salaries & Benefits Sub - Total		**31,057**	**29,683**	**3,267**	**-**
622	Telephone	-	-	-	-
623	Postage & Freight	112	7	200	-
624	Advertising	475	5,247	3,000	-
625	Forms & Supplies	398	585	1,100	-
626	Printing & Binding	-	-	-	-
627	Professional Services	154,203	149,151	195,180	-
628	Travel & Meeting	2,066	2,041	2,000	-
631	Dues & Subscriptions	3,264	3,169	4,000	-
639	Training Programs	-	-	-	-
643	Insurance	1,096	542	94	-
650	RDA Pass Through	677,215	676,803	722,000	-
650	ERAF Payment to County	1,349,289	277,528	-	-
652	Debt Service	2,479,371	3,672,247	2,493,812	-
652	Cost of Issuance Expense	-	-	-	-
653	Program Expenses	34,300	8,500	-	-
654	Interfund Transfers	476,625	1,238,548	56,953	-
655	CIP Construction Expenditures	-	-	-	-
658	Computer ISF	-	-	-	-
660	Other Materials & Supplies	18,729	37,832	25,000	-
Supplies & Services Sub - Total		**5,197,143**	**6,072,199**	**3,503,339**	**-**
691	Land Acquisition	(682)	-	-	-
692	Equipment	-	-	-	-
Acquisitions Sub - Total		**(682)**	**-**	**-**	**-**
	Total Appropriations	**$ 5,227,518**	**$ 6,101,882**	**$ 3,506,606**	**$ -**

Housing

202-6021

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries & Wages	$ -	$ -	$ -	$ -
613	Extra Help	-	-	-	-
614	Overtime	-	-	-	-
615	Total Benefits	-	-	-	-
Salaries & Benefits Sub - Total		**-**	**-**	**-**	**-**
621	Heat & Power	87	11	-	-
623	Postage & Freight	-	57	-	-
625	Forms & Supplies	-	-	-	-
627	Professional Services	82,782	14,001	30,000	-
631	Dues & Subscriptions	750	-	750	-
641	Water Purchases	129	307	971	-
643	Insurance	79	-	-	-
652	Debt Service	304,491	302,166	304,585	-
653	Program Expenditures	1,258,778	742,683	1,500,000	-
654	Interfund Transfers	41,933	1,973	5,000	-
660	Other Materials & Supplies	-	-	1,000	-
Supplies & Services Sub - Total		**1,689,029**	**1,061,197**	**1,842,306**	**-**
699	Project Implementation	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ 1,689,029**	**$ 1,061,197**	**$ 1,842,306**	**$ -**

RDA Successor Agency

299-6099

	Appropriation Line-Item	Actual 2009-10	Actual 2010-11	Adopted/ Amended 2011-12	Adopted 2012-13
612	Salaries	$ -	$ -	$ -	$ -
613	Extra Help	-	-	-	-
614	Overtime	-	-	-	-
615	Total Benefits	-	-	-	3,267
Salaries & Benefits Sub - Total		**-**	**-**	**-**	**3,267**
622	Telephone	-	-	-	-
623	Postage & Freight	-	-	-	-
624	Advertising	-	-	-	-
625	Forms & Supplies	-	-	-	-
626	Printing & Binding	-	-	-	-
627	Professional Services	-	-	-	131,503
628	Travel & Meeting	-	-	-	-
631	Dues & Subscriptions	-	-	-	-
639	Training Programs	-	-	-	-
643	Insurance	-	-	-	-
650	RDA Pass Through	-	-	-	763,000
650	ERAF Payment to County	-	-	-	-
652	Debt Service	-	-	-	2,879,622
652	Cost of Issuance Expense	-	-	-	-
653	Program Expenses	-	-	-	-
654	Interfund Transfers	-	-	-	51,000
655	CIP Construction Expenditures	-	-	-	-
658	Computer ISF	-	-	-	-
660	Other Materials & Supplies	-	-	-	-
Supplies & Services Sub - Total		**-**	**-**	**-**	**3,825,125**
691	Land Acquisition	-	-	-	-
692	Equipment	-	-	-	-
Acquisitions Sub - Total		**-**	**-**	**-**	**-**
	Total Appropriations	**$ -**	**$ -**	**$ -**	**$ 3,828,392**

Capital Acquisitions

FY 2012-2013

GENERAL FUND - 100

No.	Acct.	Division/ Program	Description of Acquisition	Replacement/ New Addition	Quantity	Cost
		Total General Fund				**$ -**

VEHICLE REPLACEMENT FUND - 620

No.	Acct.	Division/ Program	Description of Acquisition	Replacement/ New Addition	Quantity	Cost
1	2140	Traffic	Patrol Cars	Replacement	4	184,000
2	8110	Wastewater Collection	Hydro Jet/Vac Combination Truck	New Addition	1	378,000
3	7120	Water Treatment Plant	Utility Vehicle	New Addition	1	11,000
		Total Vehicle Replacement Fund				**$ 573,000**

TECHNOLOGY REPLACEMENT FUND - 622

No.	Acct.	Division/ Program	Description of Acquisition	Replacement/ New Addition	Quantity	Cost
1	6630	Information Technology	Disaster Recovery Server	Replacement	1	50,000
2	6630	Information Technology	Disaster Recovery Software	Replacement	1	30,000
3	6630	Information Technology	Spam Filter	Replacement	1	6,000
4	6630	Information Technology	City Haill Battery Backup	Replacement	1	40,000
5	6630	Information Technology	PD Battery Backup	Replacement	1	60,000
6	6630	Information Technology	Radio Room Battery Backup	Replacement	1	40,000
7	6630	Information Technology	Fire Station 4 Wireless Bridge	Replacement	1	15,000
8	6630	Information Technology	Fire Station 7 Wireless Bridge	Replacement	1	15,000
9	6630	Information Technology	HP LaserJet 9050 Bills Printer	Replacement	1	10,000
10	6630	Information Technology	New Corp Yard phone system with software integration	New Addition	1	65,000
		Total Technology Replacement Fund				**$ 331,000**

WATER FUND - 507

No.	Acct.	Division/ Program	Description of Acquisition	Replacement/ New Addition	Quantity	Cost
1	7120	Water Treatment Plant	Laser Turbidemeters	Replacement	7	$ 40,000
		Total Water Fund				**$ 40,000**

WASTEWATER FUND - 518

No.	Acct.	Division/ Program	Description of Acquisition	Replacement/ New Addition	Quantity	Cost
1	8140	Laboratory	Dionex Ion Chromatography Instrument	Replacement	1	$ 35,000
		Total Wastewater Fund				**$ 35,000**

TOTAL CITYWIDE	**$ 979,000**

CAPITAL IMPROVEMENT PROGRAM

The Capital Improvement Program (CIP) is the City's comprehensive multi-year plan for the development of the City's capital facilities and improvements. The plan outlines the capital projects that are expected to take place over the next five years. Capital projects usually involve high costs, take a year or more to complete, and result in the creation of a capital asset.

The process of CIP preparation begins in January with key department heads and managers participating. The management staff develops their CIP proposals to satisfy the needs of the City while still working within the available resources of the operating funds that they would be drawing on. The updated plan is then presented to the Planning Commission and City Council for review and approval.

The CIP budget document produced for the fiscal year 2012-2013 is presented under separate cover and may be viewed at http://www.yubacity.net/finance/budgets-cafrs.htm.

CIP FORMAT

The Capital Improvement Program is divided into eight main sections: Summary Schedules, General Projects, Facilities Projects, Parks and Recreation Projects, Public Safety Projects, Streets Projects, Water Projects, and Wastewater Projects.

The Summary Schedules section includes a summary of CIP projects by Fund. The lead department is noted and funding is broken down into carryover funds, FY 2012-13 funds and total project funds. Carryover balances include any unspent funds appropriated in prior budget years intended for use in the current fiscal year.

The Projects sections are grouped by type as listed above, beginning with a summary of each section. Noted on each project sheet are the project title, estimated start and completion dates, project number, scope, project manager, and the lead department responsible for the completion and management of the project. The detailed descriptions for each project include tables identifying funding sources (multiple, if applicable) over all project years, and the anticipated annual impact on the operating budget when applicable.

A brief overview of major projects within each fund is outlined below.

GENERAL PROJECTS

The City has committed itself to dedicating the necessary long-term capital funding to improve the quality of life in Yuba City. Within the General Projects category, the current year budget reflects an effort to provide funding for high priority projects. Funding is allocated to the following major projects for FY 2012-13:

- Town Center Property Environmental Assessment; $107,000; no annual impact on the operating budget
- Property Abatement; $73,000; no annual impact on the operating budget
- General Plan Implementation; $387,000; no annual impact on the operating budget

FACILITIES PROJECTS

The Facilities Projects category focus for FY 2012-13 continues to be maintenance given the General Fund budget constraints. The following is a list of the more notable current and future year projects:

- Improvements to Buildings and Grounds; $55,000; no annual impact on the operating budget
- City Hall Improvements; $45,000; no annual impact on the operating budget

PARKS AND RECREATION PROJECTS

The Development Impact Fee Fund will finance several projects during the upcoming year for Parks and Recreation projects which funds have been accruing over past years. In FY 2012-13, efforts will begin on the following projects:

- Detention Ponds Upgrade to Park Facilities; $367,000; $5,000 annual impact on the operating budget for services

- Feather River Parkway Project; $1,685,000; $48,000 annual impact on the operating budget for personnel and supplies
- Future Park Planning and Design; $269,000; no annual impact on the operating budget

The Feather River Parkway Project will be funded primarily through a Proposition 50 grant.

PUBLIC SAFETY PROJECTS

There is only one notable public safety project to report in fiscal year 2012-13:

- Fire Station Improvements; $170,000; $1,000 annual impact on the operating budget for services

The Fire Station Improvements project will continue to focus on reconfiguring Fire Station No. 7 to accommodate the required number of shift staff.

STREETS PROJECTS

There are several Streets Projects to report for Fiscal Year 2012-13 due to accumulated impact fee revenue from prior years and the availability of stimulus funds for infrastructure projects. Among the most notable are:

- Western Parkway and SR-20 Intersection Improvements; $1,969,000; $2,400 annual impact on the operating budget for services
- Rehabilitation of existing and aging roads throughout the City; $2,767,000
- Fifth Street Bridge Replacement; $5,602,000; $1,200 annual impact on the operating budget for services
- LED Streetlight Conversion; replaces existing sodium-based technology throughout the city and is funded through energy savings; $1,345,000; no annual fiscal impact for first 20 years, then energy and maintenance savings are expected

UTILITIES

The Utilities Department has applied for and plans to continue to utilize low interest loans primarily to fund the following FY 2012-13 major projects:

WATER PROJECTS

- Water Intake Improvements; $4,974,000; Net $25,000 annual impact on the operating budget
- Replacement and Major Maintenance of Water Lines; $1,038,000; no annual impact on the operating budget
- City Parks Irrigation Wells; City will irrigate city parks using non-potable well water at a fraction of the cost of treated surface water. Frees up limited surface water for consumption; $700,000
- Waterline extension providing treated surface water to neighborhoods and a school on the western edge of the city whose wells do not comply with federal standards; $7,345,000, entirely Proposition 84 funded; no additional impact on the operating budget

WASTEWATER PROJECTS

- Coating and Rehabilitation of the Oxygen Reactors; $4,823,000; no annual impact on the operating budget
- Downtown Area Collection System Rehabilitation/Replacement; $8,200,000; no annual impact on the operating budget
- Wastewater Facility Electrical Improvements; $2,023,000; no annual impact on the operating budget
- Stonegate Treatment Works Demolition; $750,000; no annual impact on the operating budget, though property will be marketable for sale or development

Capital Improvement Program

Summary Schedules

General CIP with Current Funding

Fund 301 - General	Dept.	Note	Estimated Carryover Balance	Adopted 2012-2013 Approp.	Total Project Funds
901023 City Hall Improvements	PW			$ 45,000	$ 45,000
901028 Improvements to Buildings and Grounds	PW	*		25,000	25,000
901072 Property Abatement	CD		23,000	50,000	73,000
901079 Fire Communications/Dispatch System Imp	IT		37,000		37,000
901080 General Plan Implementation	CD		393,000		393,000
901081 Animal Control Facility Design	PW		62,000	35,000	97,000
901087 Feather River Parkway Project	PR	*		80,000	80,000
901127 Capital Replacement Program--Gauche Aq. Pk.	PR		25,000	25,000	50,000
Total			**$ 540,000**	**$ 260,000**	**$ 800,000**

Notes:

* Multiple funding sources exist for this project. See individual project sheet for breakdown.

Streets & Roads CIP with Current Funding

Fund 303 - Streets & Roads Fund	Dept.	Note	Estimated Carryover Balance	Adopted 2012-2013 Approp.	Total Project Funds
921024 Striping and Marking	PW		$ 54,000	$ 100,000	$ 154,000
921025 Drainage Improvements	PW		166,000	200,000	366,000
921027 Traffic Signals	PW	*	116,000	34,000	150,000
921034 Queens Ave./SR99 Interchange Mods	PW	*	100,000	-	100,000
921051 Road Rehabilitation	PW	*	155,000	1,000,000	1,155,000
921084 Fifth Street Bridge Replacement--Technical Studies	PW	*	-	582,000	582,000
921139 Second Street Streetlights	PW		169,000	130,000	299,000
921151 Bicycle Lane Construction	PW		-	15,000	15,000
921152 Bogue Road Rehabilitation	PW		-	10,000	10,000
Total			**$ 760,000**	**$ 2,071,000**	**$ 2,831,000**

Note: * Multiple funding sources exist for this project. See individual project sheet for breakdown.

Development Impact Fees CIP with Current Funding

Fund 304 - Development Impact Fees	Dept.	Note	Estimated Carryover Balance	Adopted 2012-2013 Approp.	Total Project Funds
931001 Fire Station Improvements	FD	*	$ 170,000	$ -	$ 170,000
931030 West Onstott and South Detention Ponds	PR		367,000	-	367,000
931034 Queens Ave./SR99 Overpass Railing Mods	PW	*	104,000	-	104,000
931041 Western Parkway and SR-20 Intersection	PW		1,969,000	-	1,969,000
931086 Civic Center Field	PR		213,000	-	213,000
931087 Feather River Parkway Project	PR	*	205,000	-	205,000
931088 Future Park Planning and Design	PR		269,000	-	269,000
931128 Walton Ave Widening/Bogue Rd to Franklin Rd	PW		200,000	785,000	985,000
931129 Lincoln Road Widening	PW		500,000	-	500,000
931153 Garden Highway Improvements--Winship to Lincoln	PW		498,000	45,000	543,000
931154 Garden Highway Rehabilitation	PW		-	25,000	25,000
Total			**$ 4,495,000**	**$ 855,000**	**$ 5,350,000**

Note:

* Multiple funding sources exist for this project. See individual project sheet for breakdown.

CDBG CIP with Current Funding

Fund 205 - CDBG	Dept.	Note	Estimated Carryover Balance	Adopted 2012-2013 Approp.	Total Project Funds
961150 ADA Improvements	PW		$ -	$ 116,000	$ 116,000
Total			**$ -**	**$ 116,000**	**$ 116,000**

Note: * Multiple funding sources exist for this project. See individual project sheet for breakdown.

RDA CIP with Current Funding

Fund 299 - RDA Successor Agency	Dept.	Note	Estimated Carryover Balance	Adopted 2012-2013 Approp.	Total Project Funds
911159 Town Center Property Environmental Assessment	PW	*	$ 7,000		$ 7,000
911160 Feather River Mill Site Development	SA		7,000		7,000
Total			**$ 14,000**	**$ -**	**$ 14,000**

Note: * Multiple funding sources exist for this project. See individual project sheet for breakdown.

Water CIP with Current Funding

Fund 517 - Water	Dept.	Note	Estimated Carryover Balance	Adopted 2012-2013 Approp.	Total Project Funds
971028 Improvements to Buildings and Grounds	PW	*		$ 30,000	$ 30,000
971042 Water Meter Installation	PW		26,000		26,000
971062 Schedule B Obligation/Developer Reimburs.	PW				-
971077 Well/Aquifer Storage Project	PW		242,000		242,000
971092 Water Line Ext. Proj. & Distr. Piping Enhanc.	PW		103,000		103,000
971093 Replacement and Major Maint. of Water Lines	PW		438,000	600,000	1,038,000
971094 Replace Water Service or Water Meter	PW		306,000		306,000
971095 Fire Hydrant Relocation and Repair	PW			30,000	30,000
971101 Alternative Corrosion Control Process	PW		50,000		50,000
971145 Groundwater Well Abandonments	PW		63,000	315,000	378,000
971148 City Parks Irrigation Wells	PW		700,000		700,000
971157 Water Treatment Plant Filter Underdrain Repl.	PW			430,000	430,000
971158 Proposition 84 Waterline Extension	PW			150,000	150,000
Total			**$ 1,928,000**	**$ 1,555,000**	**$ 3,483,000**

Note: * Multiple funding sources exist for this project. See individual project sheet for breakdown.

Wastewater CIP with Current Funding

Fund 528 - Sewer	Dept.	Note	Estimated Carryover Balance	Adopted 2012-2013 Approp.	Total Project Funds
981013 Wastewater Facility Electrical Improvements	PW	*	$ 223,000	$ -	$ 223,000
981014 Coating and Rehab. of Oxygen Reactors	PW	*	223,000	-	223,000
981103 Recurring Plant Projects	PW		-	100,000	100,000
981104 Recurring Collection/Rehab System Projects	PW		613,000	-	613,000
981105 Lift Station Improvements and WDR	PW		100,000	100,000	200,000
981112 Downtown Area Collection System Rehab./Repl.	PW	*	-	500,000	500,000
981116 Secondary Clarifier	PW	*	300,000	-	300,000
981155 Stonegate Treatment Works Demolition	PW		-	750,000	750,000
981156 New Outfall and River Levee Crossing Replace	PW		-	650,000	650,000
Total			**$ 1,459,000**	**$ 2,100,000**	**$ 3,559,000**

Notes:

* Multiple funding sources exist for this project. See individual project sheet for breakdown.

Other CIP with Current Funding

Fund XXX - Other Funded		Dept.	Note	Estimated Carryover Balance	Adopted 2012-2013 Approp.	Total Project Funds
911046	Town Center Property Environmental Assessment[6]	PW	*	$ -	$ 100,000	$ 100,000
921051	Road Rehabilitation[1]	PW	*		1,612,000	1,612,000
921084	Fifth Street Bridge Replacement - Tech Studies[2]	PW	*	527,000	4,493,000	5,020,000
941087	Feather River Parkway[4]	PR	*	1,177,000	223,000	1,400,000
971007	Water Intake Improvements[3]	PW	*	1,400,000	-	1,400,000
971019	Water Intake Access Road[5]	PW		539,000	-	539,000
921144	Yuba City LED Streetlight Conversion[8]	PW		-	1,345,000	1,345,000
921151	Bicycle Lane Construction[9]	PW	*	-	125,000	125,000
971158	Proposition 84 Waterline Extension[10]	PW	*	145,000	7,200,000	7,345,000
Total				**$ 3,788,000**	**$ 15,098,000**	**$ 18,886,000**

Notes:

* Multiple funding sources exist for this project. See individual project sheet for breakdown.
1 Funded by the Regional Surface Transportation Program (RSTP)
2 Funded partly through HBP, RSTP, Demo HPP, and local funds
3 Funded by the AFSP Fish Screen, Cal Fed Fish Screen
4 Funded by Proposition 50 grant funds
5 Funded through reimbursement grants from OES and FEMA
6 Funded through reimbursement from Yuba City Steel
7 Funded by developer improvement security (surety) bond
8 Funded through a CA Energy Commission Loan
9 Funded by Federal and State Traffic Enhancements funds
10 Funded through CDPH Prop 84 funding program

SRF CIP with Current Funding

		Dept.	Note	Estimated Carryover Balance	Adopted 2012-2013 Approp.	Total Project Funds
951007	Water Intake Improvements	PW	*	$ 3,574,000	$ -	$ 3,574,000
951013	Wastewater Facility Electrical Improvements	PW	*	-	1,800,000	1,800,000
951014	Coating and Rehabilitation of Oxygen Reactors	PW	*	-	4,600,000	4,600,000
951112	Downtown Area Collection System Rehab./Repl.	PW	*	-	7,700,000	7,700,000
951116	Secondary Clarifier	PW	*	-	600,000	600,000
	Total			**3,574,000**	**14,700,000**	**18,274,000**

Note: * Multiple funding sources exist for this project. See individual project sheet for breakdown.

Summary of CIP Projects

MASTER SUMMARY

Project Type	Prior Years Expenditures	Existing	2012-13	2013-14	2014-15	2015-16	2016-17	Available Funding	Future
FACILITIES	$ 839,000	$ 62,000	$ 135,000	$ 110,000	$ 35,000	$ 35,000	$ -	$ 377,000	$ 420,000
GENERAL	2,747,000	430,000	150,000	440,000	440,000	-	-	1,460,000	-
PARKS AND RECREATION	228,000	2,256,000	328,000	25,000	25,000	25,000	25,000	2,684,000	125,000
PUBLIC SAFETY	893,000	207,000	-	-	-	-	-	207,000	19,378,000
STREETS	12,480,000	4,558,000	10,617,000	7,641,000	64,286,000	700,000	-	87,802,000	-
UTILITIES	10,581,000	9,045,000	25,525,000	3,900,000	2,300,000	2,310,000	12,580,000	55,660,000	33,400,000
GRAND TOTAL	$ 27,768,000	$ 16,558,000	$ 36,755,000	$ 12,116,000	$ 67,086,000	$ 3,070,000	$ 12,605,000	$ 148,190,000	$ 53,323,000

Current Facility Projects

Account	Project Name	Prior Years Expenditures	Existing	2012-13	2013-14	2014-15	2015-16	2016-17	Available Funding	Future
1023	City Hall Improvements	$ 549,000	$ -	$ 45,000	$ 50,000	$ -	$ -	$ -	$ 95,000	$ -
1028	Improvements to Buildings and Grounds	244,000	-	55,000	25,000	-	-	-	80,000	-
1081	Animal Control Facility	46,000	62,000	35,000	35,000	35,000	35,000	-	202,000	420,000
	Total	$ 839,000	$ 62,000	$ 135,000	$ 110,000	$ 35,000	$ 35,000	$ -	$ 377,000	$ 420,000

Current General Projects

Account	Project Name	Prior Years Expenditures	Existing	2012-13	2013-14	2014-15	2015-16	2016-17	Available Funding	Future
1072	Property Abatement	$ 24,000	$ 23,000	$ 50,000	$ -	$ -	$ -	$ -	$ 73,000	$ -
1080	General Plan Implementation and Future Update	1,549,000	393,000	-	440,000	440,000	-	-	1,273,000	-
1159	Town Center Property Environmental Assessment	968,000	7,000	100,000	-	-	-	-	107,000	-
1160	Feather River Mills Site Development	206,000	7,000	-	-	-	-	-	7,000	-
	Total	$ 2,747,000	$ 430,000	$ 150,000	$ 440,000	$ 440,000	$ -	$ -	$ 1,460,000	$ -

Current Parks and Recreation Projects

Account	Project Name	Prior Years Expenditures	Existing	2012-13	2013-14	2014-15	2015-16	2016-17	Available Funding	Future
1030	West Onstott & South Detention Ponds	$ 11,000	$ 367,000	$ -	$ -	$ -	$ -	$ -	$ 367,000	$ -
1086	Civic Center Field	-	213,000	-	-	-	-	-	213,000	-
1087	Feather River Parkway Project	69,000	1,382,000	303,000	-	-	-	-	1,685,000	-
1088	Future Park Planning and Design	148,000	269,000	-	-	-	-	-	269,000	-
1127	Capital Repl. Prog.--Gauche Aquatic Park	-	25,000	25,000	25,000	25,000	25,000	25,000	150,000	125,000
	Total	$ 228,000	$ 2,256,000	$ 328,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 2,684,000	$ 125,000

Current Public Safety Projects

Account	Project Name	Prior Years Expenditures	Existing	2012-13	2013-14	2014-15	2015-16	2016-17	Available Funding	Future
1001	Fire Station Improvements	$ 352,000	$ 170,000	$ -	$ -	$ -	$ -	$ -	$ 170,000	$ 19,378,000
1079	Fire Communications/Dispatch System Improvements	541,000	37,000	-	-	-	-	-	37,000	-
	Total	$ 893,000	$ 207,000	$ -	$ -	$ -	$ -	$ -	$ 207,000	$ 19,378,000

Current Street Projects

Account	Project Name	Prior Years Expenditures	Existing	2012-13	2013-14	2014-15	2015-16	2016-17	Available Funding	Future
1024	Striping and Markings	$ 455,000	$ 54,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ -	$ 454,000	$ -
1025	Drainage Improvements	966,000	166,000	200,000	-	-	-	-	366,000	-
1027	Traffic Signals	1,812,000	116,000	34,000	100,000	100,000	100,000	-	450,000	-
1034	Queens Ave/State Route 99 Overpass Railing Modifications	1,796,000	204,000	-	-	-	-	-	204,000	-
1041	Western Parkway and SR-20 Intersection	1,175,000	1,969,000	-	-	-	-	-	1,969,000	-
1051	Road Rehabilitation	5,109,000	155,000	2,612,000	500,000	500,000	500,000	-	4,267,000	-
1084	Fifth Street Bridge Replacement	1,154,000	527,000	5,075,000	4,153,000	63,586,000	-	-	73,341,000	-
1128	Walton Avenue Widening - Bogue Rd. to Franklin Rd.	-	200,000	785,000	-	-	-	-	985,000	-
1129	Lincoln Road Widening	-	500,000	-	-	-	-	-	500,000	-
1139	Second Street Streetlights	13,000	169,000	130,000	-	-	-	-	299,000	-
1144	Yuba City LED Streetlight Conversion	-	-	1,345,000	-	-	-	-	1,345,000	-
1150	ADA Improvements	-	-	116,000	-	-	-	-	116,000	-
1151	Bicycle Lane Construction	-	-	140,000	610,000	-	-	-	750,000	-
1152	Bogue Road Rehabilitation	-	-	10,000	523,000	-	-	-	533,000	-
1153	Garden Highway Improvements - Winship Road to Lincoln Road	-	498,000	45,000	680,000	-	-	-	1,223,000	-
1154	Garden Highway Rehabilitation	-	-	25,000	975,000	-	-	-	1,000,000	-
	Total	$ 12,480,000	$ 4,558,000	$ 10,617,000	$ 7,641,000	$ 64,286,000	$ 700,000	$ -	$ 87,802,000	$ -

Current Water Projects

Account	Project Name	Prior Years Expenditures	Existing	2012-13	2013-14	2014-15	2015-16	2016-17	Available Funding	Future
1007	Water Intake Improvements	$ 304,000	$ 4,974,000	$ -	$ -	$ -	$ -	$ -	**$ 4,974,000**	$ -
1019	Water Intake Access Road	203,000	539,000	-	-	-	-	-	**539,000**	-
1042	Water Meter Installation	248,000	26,000	-	20,000	20,000	30,000	30,000	**126,000**	-
1077	Well/Aquifer Storage Project	232,000	242,000	-	-	-	-	-	**242,000**	-
1092	Water Line Ext. Proj. & Distribution Piping Enhancement	3,634,000	103,000	-	250,000	250,000	250,000	250,000	**1,103,000**	250,000
1093	Replacement and Major Maintenance of Water Lines	516,000	438,000	600,000	500,000	500,000	500,000	500,000	**3,038,000**	-
1094	Replace Water Service or Water Meter	1,314,000	306,000	-	100,000	200,000	200,000	200,000	**1,006,000**	400,000
1095	Fire Hydrant Relocation and Repair	423,000	-	30,000	30,000	30,000	30,000	-	**120,000**	-
1101	Alternative Corrosion Control Process	-	50,000	-	-	-	-	-	**50,000**	-
1145	Groundwater Well Abandonments	-	63,000	315,000	-	-	-	-	**378,000**	-
1148	City Parks Irrigation Wells	-	700,000	-	-	-	-	-	**700,000**	-
1157	Water Treatment Plant Filter Underdrain Replacement Proj.	-	-	430,000	-	-	-	-	**430,000**	-
1158	Proposition 84 Waterline Extension Project	150,000	145,000	7,350,000	-	-	-	-	**7,495,000**	-
	Total	**$ 7,024,000**	**$ 7,586,000**	**$ 8,725,000**	**$ 900,000**	**$ 1,000,000**	**$ 1,010,000**	**$ 980,000**	**$ 20,201,000**	**$ 650,000**

Current Wastewater Projects

Account	Project Name	Prior Years Expenditures	Existing	2012-13	2013-14	2014-15	2015-16	2016-17	Available Funding	Future
1013	Wastewater Facility Electrical Improvements	$ 1,000	$ 223,000	$ 1,800,000	$ -	$ -	$ -	$ -	**$ 2,023,000**	$ -
1014	Coating and Rehabilitation of Oxygen Reactors	-	223,000	4,600,000	-	-	-	-	**4,823,000**	-
1103	Recurring Plant Projects	1,348,000	-	100,000	100,000	150,000	150,000	200,000	**700,000**	2,250,000
1104	Recurring Collection or Rehabilitation System Projects	1,632,000	613,000	-	200,000	200,000	200,000	200,000	**1,413,000**	13,000,000
1105	Lift Station Improvements and WDR	576,000	100,000	100,000	200,000	200,000	200,000	200,000	**1,000,000**	1,000,000
1112	Downtown Area Collection System Rehab/Replacement	-	-	8,200,000	1,500,000	-	-	-	**9,700,000**	3,500,000
1116	Secondary Clarifier	-	300,000	600,000	-	-	-	-	**900,000**	-
1155	Stonegate Treatment Works Demolition	-	-	750,000	750,000	-	-	-	**1,500,000**	-
1156	New Outfall and River Levee Crossing Replacement	-	-	650,000	250,000	750,000	750,000	11,000,000	**13,400,000**	13,000,000
	Total	**$ 3,557,000**	**$ 1,459,000**	**$ 16,800,000**	**$ 3,000,000**	**$ 1,300,000**	**$ 1,300,000**	**$ 11,600,000**	**$ 35,459,000**	**$ 32,750,000**

Account - A record of a monetary transaction maintained in the accounting ledger. It may be a classification of expenditure or revenue. Example: "Supplies" is an account in the Operations and Maintenance expenditure category.

Accrual Basis - Sometimes called "full accrual" basis. A basis of accounting in which revenues are recognized when earned regardless of when they are received, and expenses are recorded at the time the liability is incurred, regardless of when it is paid.

Accumulated Depreciation - The amount of depreciation that has accumulated to date during the existing useful life of City assets.

Actual - A column heading in the budget. Figures found in the Actual column indicate actual financial information recorded for that time period**.**

Ad Valorem Taxes - Revenue from taxes paid on real property and personal property which is calculated based on the "value" of the property**.**

Americans with Disabilities Act (ADA) Americans with Disabilities Act, Public Law 336 of the 101st Congress, enacted July 26, 1990. The ADA prohibits discrimination and ensures equal opportunity for persons with disabilities in employment, State and local government services, public accommodations, commercial facilities, and transportation. It also mandates the establishment of TDD/telephone relay services

Appropriation - An authorization by the City Council to make expenditures and to incur obligations for a specific purpose. An appropriation is usually limited in amount as to the time when it may be expended.

Assessment District - Not a separate government entity, but rather a defined area of land that will be benefited by the acquisition, construction or maintenance of a public improvement.

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, Section 2 of the California State Constitution, property values are assessed at full cash value (indexed from 1975-76 dollars using the Consumer Price Index; increases not to exceed 2% per year). 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.

Audit - Prepared by an independent certified public accountant (CPA), the primary objective of an audit is to determine if the City's Financial Statements present fairly the City's financial position and result of operations in conformity with generally accepted accounting principles. In conjunction with their performance of an audit, it is customary for an independent auditor to issue a Management Letter stating the adequacy of the City's internal controls as well as recommending improvements to the City's financial management practices.

Beginning/Ending Fund Balance - Appropriated resources available in a fund from the prior/current year after payment of the prior/current year's expenses. This is not necessarily cash on hand.

Bond - A city may raise capital by issuing a written promise to pay a specific sum of money, called the face value or principal amount, at a specified date or dates in the future, together with periodic interest at a special rate.

Budget - A plan of financial operation listing an estimate of proposed applications or expenses and the proposed means of financing them for a particular time period. The budget is proposed until it has been approved by the City Council.

Budget Message - Included in the opening section of the budget, the Budget Message provides the Council and the public with a general summary of the most important aspects of the budget, changes from previous fiscal

years, and the views and recommendations of the City Manager.

Budgeting Basis - The budgeting basis for the City of Yuba City is modified from the accrual basis in that depreciation expense is shown as a footnote in the departmental budget, capital expenditures are shown as a use of resources (rather than an asset), and principal payments on debt are shown as a use of resources (rather than a reduction in a liability).

Capital Improvement - A permanent addition to the city's assets, including the design, construction, or purchase of land, buildings, or facilities, or major renovations of the same.

Capital Improvement Program (CIP) - A financial plan of proposed capital improvement projects with single and multiple-year capital expenditures. This program plans for five years and is updated annually.

Capital Outlay - Also called Capital Acquisition. A budget category which budgets all equipment having a unit cost of more than $5,000 and an estimated useful life of over two years. Capital Outlay is budgeted in the operating budget.

Capital Projects - Physical structural improvements generally with a cost of $10,000 or more and a useful life of one year or more. Examples include a new park, building modifications, and water main construction.

Certificates of Participation (C.O.P) - Form of lease-purchase financing used to construct or acquire capital facilities and equipment.

Community Development Block Grant (CDBG) - Is a federal grant that aims to develop viable urban communities by providing decent housing, a suitable living environment, and expanded opportunities for persons of low and moderate income. The City of Yuba City receives an annual CDBG entitlement from the U.S. Department of Housing and Urban Development.

Debt Service - Payment of the principal and interest on an obligation resulting from the issuance of bonds or notes.

Debt Service Requirements - The amount of money required to pay interest on outstanding debt and required contributions to accumulate monies for future retirement of term bonds.

Deficit - An excess of expenditures or expenses over resources.

Department - A major organizational unit of the City that has been assigned overall management responsibility for an operation or a group of related operations within a functional area.

Depreciation - The decrease in value of physical assets due to use and the passage of time.

Development Impact Fees - Fees placed on the development of land or conditions required for the approval of a development project such as the donation (dedication or exaction) of certain land (or money) to specific public uses. The fees are typically justified as an offset to the future impact that development will have on existing infrastructure.

Encumbrances - A legal obligation to pay funds, the expenditure of which has not yet occurred. They cease to be encumbrances when the obligations are paid or otherwise terminated.

Enterprise Funds - This fund type is used to account for operations that are: (a) financed and operated in a manner similar to private sector enterprises and it is the intent of the City that the costs (including depreciation) of providing goods or services to the general public be financed or recovered primarily through the user charges; or (b) the City or an outside grantor agency has determined that a periodic determination of revenues earned, expenses, and net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. The City has established two enterprise funds: water and wastewater (see Fund).

Expenditure - The outflow of funds paid or to be paid for an asset or goods and services obtained regardless of when the expense is actually paid.

This term applies to all funds. Note: An encumbrance is not an expenditure; an encumbrance reserves funds to be expended.

Fees - Charges for services levied by the government to recover costs associated with providing a service or permitting an activity. Examples of fees include monthly water, sewer and garbage collection fees, Plan Checking Fees, Building & Engineering Permitting Fees, and Franchise Fees**.**

Final Budget - The budget document formally approved by the City Council after the required public hearings and deliberation on the recommended budget. It is a legal spending plan

Fiscal Year (FY) - A 12-month period of time to which the budget applies. For Yuba City, it is July 1 through June 30.

Fixed Assets - Tangible items of long-term character (useful life expected to be longer than one year) which are intended to continue to be held and used by the City, including land, buildings, machinery, furniture, and equipment**.**

Franchise Fee - A fee charged for the privilege of using public rights-of-way and property within the City for public or private purposes. The City charges franchise fees for natural gas, electricity, cable television and garbage collection operations.

Full-Time Equivalent (FTE) - The decimal equivalent of a part-time position converted to a full-time base (i.e., one person working half time would equate to 0.5 FTE).

Fund - An independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created. The seven generic fund types used by the City are: General Fund, Special Revenue, Debt Service, Capital Projects, Enterprise, Internal Service, and Trust and Agency.

Fund Balance - The amount of financial resources available for use. Generally, this represents the detail of all the annual operating surpluses and deficits since the fund's inception. Also known as financial position, fund balance is the excess of assets over liabilities, and represents the cumulative effect of revenues and other financing sources over expenditure and other financing issues.

Gann Limit - An absolute dollar limit on the amount of funds derived from taxes that the City can legally appropriate and expend each fiscal year, as specified by Article 13-B of the State Constitution. Any tax revenues in excess of the Gann Limit must be returned to taxpayers. The base-year used on computing the Gann Limit is FY 1978-79, with adjustments to the appropriations limit allowed in succeeding fiscal years for changes in population and changes in the cost of living.

Governmental Accounting Standards Board (GASB) - Governmental Accounting Standards Board is the accounting profession's regulatory body for governmental accounting and determines what constitutes GAAP for governmental agencies.

Generally Accepted Accounting Principles (GAAP) - Uniform minimum standards and guidelines for financial accounting and reporting.

General Fund - The primary fund of the City used to account for all revenues and expenditures of the City not legally restricted as to use. Examples of departments financed by the General Fund include the City Council/Clerk, Police, Community Development, Administrative Services, and others.

Grant - Contribution or gift of cash or other assets from another governmental entity to be used or expended for a specific purpose, activity, or facility.

Home Investment Partnerships Program (HOME) - Is a federal grant that provides funding for the programs that offer affordable housing to low income households including homeowner rehabilitation, homebuyer activities, rental housing and tenant based rental assistance. The City of Yuba City receives its HOME funds from the California State Department of Housing and Community Development.

Infrastructure - Public facilities built on or under the ground such as streets, roads, sidewalks, curbs, pipes, drains, lights, bridges, parks, and water and sewer systems. These types of capital assets are differentiated from buildings**.**

Inter-fund Transfers - Monies moved from one fund to another. The money is transferred to finance the operations of another fund or to reimburse the fund for expenses.

Internal Service Fund (ISF) - Funds established to account for the financing of goods or services provided by one department for other departments within the City on a cost reimbursement basis.

Modified Accrual - An adaptation of the accrual basis of accounting for governmental fund types. Revenues and other financing resources are recognized when they become available to finance expenditures of the current period. Expenditures are recognized when the fund liability is incurred.

Municipal Code - A book that contains City Council approved ordinances currently in effect. The Code defines City policy with respect to areas such as planning, zoning, building, etc.

Nitrification/De-nitrification - A process which is the conventional way to remove nitrogen from sewage and municipal wastewater

Objectives - The expected results or achievements of a budget program.

Operating Budget - Annual appropriation of funds for on-going program costs, including salaries and benefits, services and supplies, debt service, capital outlay and capital improvements.

Operating Expenses - Expenditures for materials, supplies, and services which are ordinarily consumed within a fiscal year and which are not included in program inventories.

Ordinance - A formal legislative enactment by the City Council. It is the full force and effect of law within City boundaries unless pre-empted by a higher form of law. An ordinance has a higher legal standing than a resolution.

Performance Measure - A quantitative indicator that programs or services are directly contributing to the achievement of a strategic plan. This includes indicators of inputs, output, outcomes, productivity, timeliness, and/or quality.

Preliminary Budget - The budget submitted by the City Manager to the City Council and the public. It contains the Requested Budget from the City Departments and the Recommended Budget from the City Manager**.**

Property Tax - An "ad valorem" tax on real property, based upon the value of the property. In accordance with Proposition 13, secured property is taxed at the rate of one percent of assessed valuation, plus a rate sufficient to generate revenue necessary to pay for voter approved indebtedness**.**

Proposed Budget - The City Manager's recommendation for the City's financial operations, which includes an estimate of proposed expenditures and revenues for a given fiscal year.

Reimbursement - Payment of amount remitted on behalf of another party, department or fund.

Reserve - An account used to record that a portion of the fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

Resolution - A special order of the City Council, which has a lower legal standing than an ordinance.

Retained Earnings - An equity account reflecting the accumulated earnings of an enterprise or internal service fund.

Revenues - Amount received for taxes, fees, permits, licenses, interest, and intergovernmental sources during the fiscal year.

Revenue Bonds - A type of bond usually issued to construct facilities. The bonds are repaid

from the revenue produced by the operation of these facilities.

Rural Economic Development Infrastructure Program (REDIP) - Provides low-cost financing for the construction, improvement, or expansion of public infrastructure necessary to support the creation or retention of permanent, private sector jobs in rural areas

Secured Property - As the property tax is guaranteed by placing a lien on the real property, secured property is that real property in which the value of the lien on the real property and the personal property located thereon is insufficient to assure payment of the tax.

Special Assessment - A compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

Special Revenue Fund - A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

Staffing - A budget category which generally accounts for full-time and temporary employees.

Supplemental Assessment - An assessment of real property occurring after the regular assessment roll is filed on June 30th of each year as a result of new construction or a change in ownership.

Tax Increment - The funding mechanism for Redevelopment Agencies in California. When Agencies provide or assist in providing financial assistance to improve blighted areas of a city, the associated assessed value of the improved real property increases. This "incremental" increase in assessed value results in an increase in property tax revenue which is known as "tax increment". Tax increment revenue must remain in the Redevelopment Agency to be used for repaying any debt incurred by the Agency and for additional approved projects. The use of tax increment revenue by Redevelopment Agencies is governed by the California Health and Safety Code.

Triple Flip - The term for a State finance plan that went into effect on July 1, 2004 with a ten year duration. It consists of 1) a reduction of the Local Sales and Use Tax Rate by 1/4 % in tandem with a new 1/4 % State rate to fund a fiscal recovery bond, 2) repayment to cities and counties with additional local property tax previously allocated to local schools, and 3) repayment to local schools from the State general fund**.**

Trunk – A high volume distribution (water) or collection (sewer) pipe that spans a great distance and does not generally have service connections attached directly to it. May occasionally be referred to as a main.

Unsecured Property - As the property tax is guaranteed by placing a lien on the real property, unsecured property is that real property in which the value of the lien is not sufficient to assure payment of the property tax.

Unsecured Tax - A tax on tangible personal property such as office furniture, equipment, and boats which are not secured by real property.

User Fees - The payment of a fee for direct receipt of a public service by benefiting from the service.

Year-End - This term means as of June 30th (the end of the fiscal year)**.**

Glossary of Acronyms

AB ..... Assembly Bill
ADA.....Americans with Disabilities Act
BRAC.....Base Relocation and Closure
CAD.....Computer Aided Dispatch
CAFR ..Comprehensive Annual Financial Report
CALSIEC..... California Interoperability Executive
..... Committee
CALSp ..... Certified Access Specialist Program
CCMA.....California Committee on Municipal
.....Accounting
CCMT .... California Certified Municipal Treasurer
CDBG..... Community Development Block Grant
CEQA.....California Environmental Quality Act
CFD..... Community Facilities District
CIP .....Capital Improvement Programs
CLETS..... California Law Enforcement
.....Telecommunications System
COMPSTAT .....Comparative Statistics
COP.....Certificates of Participation
COPPS.....Community Oriented
..... Policing & Problem Solving
CSFMO .....California Society of
..... Municipal Finance Officers
DIF.....Development Impact Fees
EBS..... Employee Benefit Specialists
EDC.....Economic Development Corporation
EFT..... Electronic Funds Transfer
EIR .....Environmental Impact Report
FRAQMD..... Feather River Air Quality
.....Management District
FTE.....Full-Time Equivalent
FY.....Fiscal Year
GAAP .. General Accepted Accounting Principals
GASB Government Accounting Standards Board
GDP.....Gross Domestic Product
GFOA Government Finance Officers Association
GIS..... Geographic Information Systems
HAA5 ..... Halocetic Acids (there are 5 of them)
HOME ..Home Investment Partnerships Program
HVAC..... Heating Ventilation Air Conditioning
ICMA.....International City Management Assn
ISF .....Internal Service Fund
LAFCO..... Local Agency Formation Commission
LAIF..... Local Agency Investment Fund
LLD..... Lighting & Landscape District
LTF .....Local Transportation Fund
MOU.....Memo of Understanding
NFIP.....National Flood Insurance Program
NPDES..... National Pollutant Discharge
..... Elimination System
NSP.....Neighborhood Stabilization Program
OES ..... Office of Emergency Services
OTS..... Office of Traffic Safety
PG&E.....Pacific Gas & Electric Co.
QAT ..... Quality Assurance Team
RDA .....Redevelopment Agency
REDIP..... Rural Economic Development
.....Infrastructure Program
RLF.....Revolving Loan Fund
RSTP .....Regional Surface Transportation
S&U .....Streets & Underground
SACOG.....Sacramento Area Council of
..... Governments
SB.....Senate Bill
SBFCA…… Sutter Buttes Flood Control Agency
SBOE..... State Board of Equalization
SCADA ..... Supervisory Control and
.....Data Acquisition
SOI.....Sphere of Influence
SOP .....Standard Operating Procedure

STA .....State Transit Assistance
STOP..... Suspended Traffic Offender Program
SWAT..... Special Weapons and Tactics
TDA .....Transportation Development Act
TTHM .....Total Trihalomethanes
TOT .....Transient Occupancy Tax
UCLA .....University of California Los Angeles
VLF..... Vehicle License Fees
VSET ..... North Valley Vehicle Surveillance
..... Enforcement Teams
WRP .....Water Reclamation Plant
WTP ..... Water Treatment Plant
WWTP .....Wastewater Treatment Plant
YCPD ..... Yuba City Police Department
YSAGE.....Yuba Sutter Area Gang Enforcement

FUND/ACCOUNT DESCRIPTIONS

State Law and Generally Accepted Accounting Principles (GAAP) establish the financial structure for cities. Governments allocate and account for resources in separate sub entities classified as funds and account groups, based on the purposes for which the resources are to be spent and the means by which spending activities are controlled.

GENERAL FUND

The General Fund is the general operating fund of the City. It is the largest of all the funds and accounts for all financial resources traditionally associated with governments, such as Police, Fire, Streets, etc. It accounts for everything except those items that are specifically 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 and major capital projects) that are legally restricted to expenditures for specified purposes or for which separate accounting is required by administrative action.

Examples of the City's Special Revenue Funds include:

Streets & Roads. Accounting for monies to be used on transit, road and street programs.

Traffic Safety. Accounting for court fines collected on the City's account for moving violations.

ENTERPRISE FUNDS

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises.

Where the intent of the governing body is that the costs (expense, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or where the governing body has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

The City maintains the following Enterprise Funds:

Water Utility. Accounting for activity related to providing residents with water service and the billing for service provided by the City.

Wastewater Utility. Accounting for activity related to providing collection and treatment of wastewater.

INTERNAL SERVICE FUND

Internal Service Funds are used to account for the financing of goods or other services provided by one department or agency to other departments or agencies of the City on a cost-reimbursement basis.

The City's Internal Service Funds are:

Vehicle Maintenance. Accounting for vehicle and special equipment maintenance.

Vehicle Replacement. Accounting for the replacement of City vehicles upon the expiration of their useful life.

Employee Benefits. To account for the provision of health and unemployment services.

General Liability. Accounting for general liability coverage for the City.

Disability Program. Accounting for short-term disability services.

Technology Replacement. Accounting for the replacement of City computers upon expiration of their useful life. Also this fund is responsible for providing funds to maintain existing computer equipment through service contracts.

Dental/Vision. Accounting for the provision of dental and vision services.

Workers Compensation. Accounting for workers compensation coverage for the City.

FIDUCIARY FUND TYPES

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 organization, other governments and/or other funds. These funds do not necessarily require budgets.

The City accounts for the following in the Trust and Agency Fund:

- Deferred Compensation Plan
- Performance Deposits
- Special Assessments & Taxes

EXPLANATION OF ACCOUNTS

Salary & Benefit Accounts

612 Salaries, Regular: includes salaries and wages, including terminal leave payments, for all employees except temporary and seasonal, in accordance with the classification compensation plan. Employees' salaries may be spread to several activities to reflect the distribution of their time.

613 Wages, Extra Help: includes salaries and wages for all temporary and seasonal employees in accordance with the classification compensation plan.

614 Overtime Wages: includes salaries and wages for overtime work in accordance with the classification compensation plan.

615 Fringe Benefits: includes the City's expenses for all benefits and includes: Medicare, health, PERS, workers compensation, life insurance, and vision.

Materials, Supplies, and Service Accounts

621 Utilities: includes expenses for gas and electricity.

622 Telephone: includes telephone related charges.

623 Postage & Freight: includes the cost of postage, certified and registered mail, UPS.

624 Advertising: includes promotional and legal advertising in newspapers, magazines, and other media.

625 Office Supplies: includes consumable items such as pencils, carbon paper, calendars, staplers, and filing material. Also includes photocopy charges, blueprints, forms etc.

626 Printing & Binding: includes outside printing and binding.

627 Professional & Specialized Services: includes services by other than City employees (e.g., auditing services, engineering and architectural services, actuarial studies, data processing, and other similar services).

628 Travel & Meetings: includes travel to conferences, professional

organization meetings, seminars and other outside training events.

629 Vehicle Allowance: reflects monthly car allowance or mileage expense when employees use personal vehicles in the performance of City business.

631 Subscriptions & Membership Dues: includes expenses for memberships and dues to professional organizations. Subscriptions include publications and trade journals.

632 Rents and Leases: include all rental and leases.

633 Office Equipment O & M: includes maintenance and rental of typewriters, microfilm camera.

634 Special Equipment O & M: includes maintenance and operational costs of non-automotive equipment such as instrumentation, compressors, pool filters, etc. (see chart of accounts for complete listing).

635 Vehicle Maintenance & Replacement: includes all vehicle maintenance costs and the replacement fee charged by the internal service fund based on vehicle allocated.

636 Buildings & Facility O & M: includes expenses incurred in maintenance and repair of buildings and structures.

637 Chemicals: includes chemicals such as chlorine, sulfur dioxide, etc. (see chart of accounts for a complete listing).

638 Small Tools & Equipment: includes hammers, shovels, minor drafting equipment and engineering equipment, photographic equipment, etc., with less than a $1,000 estimated unit price or with an estimated life of one year or less (regardless of cost). Supplies or other expenses peculiar to one or a few departments (e.g., personnel tests, duplicating supplies, lab supplies, film, traffic signs, athletic supplies).

639 Training Programs: includes expenses for in-service training programs, refreshments, seminars and miscellaneous training materials.

642 Uniforms and Clothing: includes uniform allowance, purchase or rental of uniforms, rainwear, helmets, goggles, badges, etc.

643 General Liability Insurance Premiums: includes expenses for insurance premiums and claims settlements for other than group health and life insurance.

649 Depreciation: covers the cost of a fixed asset that is prorated over the estimated service life of such an asset. Each accounting period is charged with a portion of such cost. Depreciation expenses appear only in the enterprise and internal service funds.

652 Bond Principal and Interest Expense: includes expenditures to retire principal maturing bonds and interest payments.

660 Other Material and Supplies: includes other material and supplies that do not fall into a defined category above.

Capital Acquisition Accounts

691 Land: includes all expenditures for land.

692 Equipment: includes expenditures for all equipment with an estimated unit price of $5,000 or more and a

useful life of two years or greater. Examples range from office equipment to outdoor equipment (e.g., lawnmower).

693 Buildings: includes all expenditures for buildings.

694 Vehicles: includes purchases for vehicles (e.g., truck, vans, sedans).

695 Furniture Fixtures: includes expenditures for furniture and fixtures with an estimated unit price of $5,000 or more (e.g., credenzas, desks, chairs).

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Police – Crime Prevention 2150
Police – Technology Resources 2155
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Police – Communications 2170
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Utilities – Wastewater Pre-treatment 8130
Utilities – Laboratory 8140
Utilities – River Highlands 8160
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City Resource Directory

(*All telephone numbers have a 530 area code)*

CDBG Programs 822-5135
City Attorney.....674-9761
City Clerk.....822-4602
City Council 822-4606
City Manager.....822-4602
City Treasurer 822-4602
Community Development – Building.....822-4629
Community Development – Planning....822-4700
Economic Development 822-4762
Finance.....822-4618
Fire – Administration 822-4687
Purchasing 822-4659
HOME Grant Program.....822-5135
Human Resources 822-4610
Information Technology.....822-4916
Low/Mod RDA Fund.....822-5135
Parks & Recreation 822-4650
Parks & Recreation – Senior Center.....822-4608
Police – Traffic 822-4660
Police – Administration.....822-4664
Police – Investigation 822-4660
Police – Field Operations.....822-4660
Police – Crime Prevention.....822-4668
Police – Technology Resources 822-4676
Police – Information and Analysis.....822-4660
Police – Communications.....822-4661
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Vehicle Replacement ISF 822-4626

Yuba City at a Glance

History

The most compelling landmark of Sutter County, and featured on Yuba City's logo, is the Sutter Buttes.

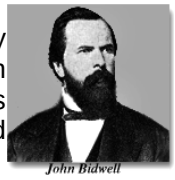
This miniature mountain range, which thrusts upwards about 2,100 feet, was valued by Northern California Indians, known as Nisenan, Wintun, and Patwin, as an important place to visit for hunting and gathering and ceremonies—as the Sutter Buttes are an important part of their creation story. The range is a perfect rosette circle, about 10 miles in diameter and encompassing about 80,000 acres, created by a series of volcanic eruptions 1.5 to 2 million years ago. Even today, people come from far and wide to celebrate the presence of this beautiful place.

John A. Sutter

In 1834, an adventurer named John Augustus Sutter left Switzerland, leaving everything behind, and set sail for America. Attracted by tantalizing reports about the West, he made his way to California. Upon arrival, Sutter became a Mexican citizen and petitioned for, and was granted, land by the Mexican Government that covered territory now comprising the counties of Sacramento, Placer, Nevada, Sutter and the flatlands of Yuba County. Construction of Sutter's fort at New Helvetia began in 1841.

Settlement quickly followed with Sutter officiating as the region's first developer. The fertile river valley had an abundance of game birds, fish, and wood for fuel and was viewed as paradise by the new settlers. Sutter provided jobs and services to virtually all of Northern California. He leased, and later sold, land east of the Feather River, where it joined the Yuba River, to Theodor Cordua. Cordua's ranch and trading post, known as New Mecklenberg, eventually became Marysville.

West across the Feather River, John Bidwell managed Sutter's New Helvetia property, Hock Farm, the State's first organized agricultural endeavor. This land, currently occupied by Sierra Gold Nurseries on Garden Highway, was once home to the largest of Sutter County's Indian villages, the Hocks.


John Bidwell

The heyday of Sutter's prosperity ended the day when John Marshall, working at Sutter's sawmill in Coloma, discovered gold in its millrace in 1848.

Samuel Brannan, a merchant and newspaper editor, quickly spread the word that there was gold in California. In July 27,1849, Sam Brannan, Shasta County rancher Pierson B. Reading and Henry Cheever purchased land from a portion of Sutter's property known as Rancho Nuevo Helvetia. The trio hoped to lay out a town (that developed into the town of Yuba City) that would become the distribution center for supplies going to the gold mines in the nearby Sierra Nevada mountains.

By September 16, 1849, Reading and surveyor, Joseph Ruth, laid out the city in blocks and squares, leveling Indian burial mounds on the site. The name of that Indian Rancheria was Yubum (pronounced *YOU-boom*). The name appearing on the earliest map was "Yubu" and later changed to Yuba. (As in most historical situations, there is some discrepancy in the exact origin. Some claim that the name Yuba is a variant of the Spanish word "Uba or Uva" meaning grapes that were found growing wild along the banks of the river.

When the residents of the rival community across the Feather River formed a city in 1850, they dropped the name Yubaville in deference to the existence of Yuba City, and instead named their town Marysville.

Yuba City at a Glance

There was always a great rivalry between Marysville and Yuba City. In 1851, the enterprising men of Marysville persuaded the steamer "Lawrence" to make Marysville the terminus of the route. Yuba City's promoters felt its future was secure because it sat on land higher than Marysville, and, considering its location at the confluence of the Feather and Yuba Rivers, would be safer in time of high water.

Unfortunately, after a series of floods had hit Yuba City and not Marysville, traders and commerce chose Marysville as their center of trade. Marysville, located near the gold bearing foothills, soon became known as the "Queen City of the North." Many of Yuba City's residents and merchants relocated to Marysville, which they believed was destined to become the City of the future. One of those who had chosen to move was John R. Ridge, the rightful chief of the Cherokees, an accomplished writer and poet, and editor of the Marysville Herald. He wrote a poem that appeared in the Herald. The first and last stanza is printed below to illustrate the devastating effect on the young City and the prophetic vision of its future:

Yuba City Dedicate
By Yellow Bird
The Yuba City silent stands
Where Providence has placed her,
The glory passed to other hands,
That should have by right graced her.
But Yuba City, time will cast
The changes in her favor;
Then in redemption of the past,
Thou'lt stand, whilst others waver.

The complete poem can be found on the granite monument behind City Hall, adjacent to Butte House Road.

By 1852, Yuba City had one hotel, a grocery store, a blacksmith, a post office, a Justice of the Peace, 12 saloons, approximately 20 dwelling homes and a population of about 150.

In 1907, the town of Yuba City experienced a large fire that destroyed most of its business district in the area of Bridge and Second Streets. Community forces organized to incorporate Yuba City as a municipal corporation for the purpose of improving police and fire services, sewage disposal and sanitation, and animal control.

In January 1908, Yuba City was incorporated as a City. The first municipal service to be initiated was a sanitation program. On March 10, 1908, the City Council appointed a scavenger by the name of Johnston to pick up garbage. For his services including the use of his horse and cart, he received $3.50 per day. The police department consisted of the elected Marshall and one night watchman.

On May 17, 1909 the city purchased two nozzles, five hundred feet of hose and two hose carts; and later somebody donated a barn to be used as a firehouse and thus a fire department, manned by volunteers, was created.

In February 1910, a program was initiated to start a municipal water district. In 1922, the sanitation department worked to create a sewer system. This was also the year when the first zoning ordinance was passed to protect the growing residential section.

The end of World War II brought the first major surge of population to the Yuba City area. Orchards were transformed into new residential subdivisions and Yuba City began to grow west and south from its original center. By the late 1950's, a greater emphasis was placed on the region with Beale Air Force Base personnel contributing to the economy.

As County Seat of Sutter County since June of 1856, Yuba City has been the center of agriculture and commercial activities in the county. The rest, as they say, is "history."

Yuba City at a Glance

Location

Yuba City is located approximately 40 miles north of the state capital, Sacramento. Two of the State's major economic powerhouses (the San Francisco Bay Area, and Silicon Valley) are within a 2 to 3 hour drive from the City.

Yuba City has developed through the years as a pleasant, residential community, which is the trading and service center for the surrounding agricultural area. Currently the population within the City is 65,569.

The area enjoys many natural and physical assets including attractive climate, level terrain, good highway and rail transportation, adequate water, soil and open land for future growth. In addition, the area offers an abundance of recreational, hunting and fishing areas for your enjoyment.

Climate

The area climate is typically one of warm, dry summers and moderately cold winters. Summer high temperatures range from the 80's to low 100's, and winter lows in the 30's to high 50's. Most of the annual rainfall occurs from late fall through the spring.

City Government

The City of Yuba City is a full-service General Law City located in the northern part of the Sacramento Valley. Yuba City operates under the Council-Manager form of government, with each of the five Council members elected at-large and serving four-year, staggered terms. From among its members, the Council selects the City's Mayor and Vice Mayor every year. The City Council appoints a full-time City Manager whose job it is to carry out the Council's policy directives and coordinate, control and direct City operations, functions, and projects.

In making its policy determinations, the Council works with advisory committees made up of citizens appointed by the Council, and receives other citizen input from the public at its regular and special meetings. The Council's business meetings are scheduled for the first and third Tuesday of each month in the Council Chambers at City Hall. Other special or study session meetings are scheduled as needed and are open to the public. The public is always invited and encouraged to attend.

Yuba City at a Glance

General Law City

Incorporated January 23, 1908

Form of Government

Council - Manager

Area

14.652 Square Miles – January, 2011
Source: Yuba City Engineering Division

Population

January 2012	65,300
Source: CA Dept. of Finance.	
Male	49.5%
Female	50.5%
Source: US Census Bureau 2010 Est.	

Population by Age

Under age 5	8.1%
5-19	23.2%
20-64	56.9%
65 plus	11.8%
Source: US Census Bureau 2012 Est.	

Gross Valuation

Secured	$3,852,554,323
Unsecured	$ 354,476,862
Sutter County Assessor 11/12 Tax Rolls	

Income

Median Household	$49,500
Source: US Census Bureau 2011 Est.	

Municipal Utility Services
Wastewater

10.5 million gallon capacity
6.5 million gallons daily average flow

Municipal Utility Services
Water

Surface Water Customers:
1 Treatment Plant
20.9 Million Gallons of Storage Capacity in 9 Tanks
30 Million Gallon Daily Treatment Capacity

Police Protection

1 Station
90 Regular Employees
8 Reserve Officers

Fire Protection

5 Stations/1 Fire Headquarters
50 Regular Employees
Incorporated City Service Area Rating: Insurance Services Office Class 3

Parks & Recreation Facilities

278 Acres
23 City Parks
1 School Park
1 Senior Citizens' Center
4 Lighted Tennis Courts
1 Aquatic Complex
3 Lighted Softball Fields
1 Skate Park
1 Bike Trail along Feather River
1 Bike Trail along Tierra Buena Area

Number of New Single Family Home Permits Issued

2000	135
2001	358
2002	589
2003	750
2004	991
2005	869
2006	254
2007	158
2008	56
2009	33
2010	18
2011	14

Source: Yuba City Building Division

Number of Rental Units at Selected Monthly Rents

	YC	Live Oak	Marysville
Less than $200	76	0	0
$200 - $299	218	70	114
$300 - $499	519	211	186
$500 - $749	2,288	124	828
$750 - $999	2,522	164	705
$1,000 - $1,499	2,375	217	451
$1,500 or more	628	118	82

Source: US Census Bureau 2011 Est.

Housing Availability:
Number of Owner-Occupied Units
by Property Value

	YC	Live Oak	Marysville
0 - $50,000	583	63	39
$50,000 - $99,999	614	172	196
$100,000 - $149,999	972	178	418
$150,000 - $199,999	1,924	365	449
$200,000 - $299,999	3,879	464	772
$300,000 – $499,999	3,656	145	160
$500,000 - $999,999	716	35	40
$1,000,000 or more	77	51	0

Source: US Census Bureau 2011 Est.

Home Sales

2002:

Total closings	874
Average sales price	$182,237
# of days on market	116

2003:

Total closings	982
Average sales price	$223,947
# of days on market	114

2004:

Total closings	1115
Average sales price	$267,210
# of days on market	102

2005:

Total closings	1028
Average sales price	$329,727
# of days on market	95

Source: Sutter-Yuba Association of Realtors

2006:

Total closings	652
Average sales price	$322,855
# of days on market	120

Source: Sutter-Yuba Association of Realtors

2007:

Total closings	508
Average sales price	$306,407
# of days on market	91

Source: Sutter-Yuba Association of Realtors

2008:

Total closings	814
Average sales price	$235,708
# of days on market	53

Source: Sutter-Yuba Association of Realtors

2009:

Total closings	449
Average sales price	$164,278
# of days on market	57

Source: Sutter-Yuba Association of Realtors

2010:

Total closings	1523
Average sales price	$165,727
# of days on market	64

Source: Sutter-Yuba Association of Realtors includes: Yuba County, Sutter County, Shasta, Lassen/Plumas, Tehama, Glenn/Colusa, Oroville, Paradise and Chico

2011:

Total closings	159
Average sales price	$161,000
# of days on market	79

Source: MetroList Services, Inc includes: Yuba City only

Oregon
Idaho
Utah
Nevada
Arizona
California
Baja California
Sonora
Redding
Yuba City
Sacramento
San Francisco
Los Angeles
San Diego
5
99
70
80
15
40
N
W
E
S
0 25 50 100
Miles

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