

**EFFECTIVE DATE  
OF ORDINANCE**

Month DD, YYYY

**ORDINANCE NO. \_\_\_\_ N.C.S.**

Introduced by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

**AN ORDINANCE APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY OF  
PETALUMA OPERATING AND CAPITAL IMPROVEMENT PROGRAM BUDGET FROM  
JULY 1, 2024 THROUGH JUNE 30, 2025**

**WHEREAS**, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2024, through June 30, 2025, as required by Sections 59 & 60 of the City Charter; and

**WHEREAS**, the preliminary budget for fiscal year (FY) 2024-2025 does not exceed the estimated revenues, other sources and available fund balances; and

**WHEREAS**, the FY 2024-2025 budget is balanced and does not require additional taxes; and

**WHEREAS**, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment; and

**WHEREAS**, the City Council conducted a public workshop on May 20th, 2024, at which time any and all members of the public were afforded an opportunity to express their views; and

**WHEREAS**, on June 3rd, 2024, this ordinance was introduced and approved \_\_\_\_\_ by City Council after reviewing the staff report and public comments.

**NOW THEREFORE BE IT ORDAINED** by the City Council of the City of Petaluma, acting in its capacity as the Petaluma Community Development Successor Agency, as follows:

**Section 1. Findings** The above recitals are declared to be true and correct and are incorporated into this resolution as findings of the City Council.

**Section 2. Exemptions from CEQA** The adoption of the fiscal year budget is found exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any

specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment..

**Section 3. Appropriations Finding** There is hereby appropriated for the usual and ordinary expenses of the City of Petaluma for the period of July 1, 2024 through June 30, 2025, the amounts set in the attached Exhibit A, incorporated by herein reference, and distributed to the various funds as set out in said exhibit and shall be expended and used in accordance therewith.

**Section 4. Adjustments** Changes with relation to the above appropriations between each respective department or fund may be made by resolution adopted by the City Council. The City Manager may administratively make changes within the departmental appropriations in a fund as approved, so long as the total amounts do not exceed, as a result of the change, the amounts set forth in the approved appropriation for the fund.

**Section 5. Balanced Budget** The City Council hereby finds and determines the amount of appropriations provided hereby does not exceed the estimated revenue, other sources and available fund balances in the amounts set in Exhibit A, which will be on file with the City Clerk for the fiscal year ending June 30, 2025.

**Section 6. Severability** All ordinance or parts of ordinances in conflict herewith are hereby repealed.

**Section 7. Posting/Publishing of Notice** The City Clerk is hereby directed to post/publish this ordinance or a synopsis of this ordinance for the period and in the manner required by the City Charter and State Law.

**INTRODUCED** and ordered published and posted this 3rd day of June 2024.

**ADOPTED** this DD day of Month 2024 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

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Kevin McDonnell, Mayor

ATTEST:

APPROVED AS TO FORM:

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Caitlin Corley, City Clerk

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Eric Danly, City Attorney

**EXHIBIT A**  
**CITY OF PETALUMA, CA**  
**FY 2024-25 BUDGET**

**APPROPRIATIONS BY DEPARTMENT AND FUND**

	Budgeted Appropriations	Budgeted Transfers Out	Total Budget
<b>GENERAL FUND</b>			
General Fund Cost Center		1,407,507	1,407,507
City Council	94,208		94,208
City Attorney	1,572,489		1,572,489
City Clerk	821,285		821,285
City Manager	2,054,169		2,054,169
Economic Development	795,951		795,951
Finance	3,232,613		3,232,613
Human Resources	1,286,134		1,286,134
Non Departmental	1,001,000		1,001,000
Planning	1,800,838		1,800,838
Fire	23,819,811		23,819,811
Parks and Recreation	7,114,000		7,114,000
Police	29,635,390		29,635,390
Public Works	2,753,128	-	2,753,128
<b>TOTAL GENERAL FUND</b>	<b>75,981,016</b>	<b>1,407,507</b>	<b>77,388,523</b>
 Measure U	 -	 16,206,789	 16,206,789
<b>TOTAL MEASURE U FUND</b>	<b>-</b>	<b>16,206,789</b>	<b>16,206,789</b>
 Measure H	 -	 3,225,000	 3,225,000
<b>TOTAL MEASURE U FUND</b>	<b>-</b>	<b>3,225,000</b>	<b>3,225,000</b>
 <b>SPECIAL REVENUE, TRUST &amp; DEBT FUNDS</b>			
Community Development Block Grant	328,869	289,000	617,869
Home/ Begin Grants	90,000		90,000
Permanent Local Housing Authority (PHLA)	1,270,000		1,270,000
Housing Successor Agency	481,845		481,845
Mobile Home Rent Program	3,000	4,418	7,418
Commercial Linkage Fees	327,610	198,830	526,440
Housing In-Lieu Fees	312,175	238,597	550,772
Parkland Acquisition Impact Fees-08	2,765		2,765
Parkland Development Impact Fees-08	9,200	1,061,000	1,070,200
Open Space Acquisition Impact Fees - 08	762		762
Quimby Act Dedication and In-Lieu-08			-
City Facilities Development Impact Fee	9,378	2,062,000	2,071,378
Storm Drainage Impact Fees	1,080	1,860,000	1,861,080
Traffic Mitigation Impact Fees	84,163	4,460,000	4,544,163
Public Art Fees	220,255		220,255

**CITY OF PETALUMA, CA**

**FY 2024-25 BUDGET**

**APPROPRIATIONS BY DEPARTMENT AND FUND**

	Budgeted Appropriations	Budgeted Transfers Out	Total Budget
3% Admin Impact Fees	170,482		170,482
General Government Grants			-
Community Development Grants	990,000		990,000
Parks and Rec Grants	1,200,000	214,000	1,414,000
Fire Grants			-
Police Grants	1,788,174		1,788,174
Public Works Grants	149,487	2,584,000	2,733,487
Gas Tax	358	3,185,362	3,185,720
Landscape Assessment Districts	507,130		507,130
Abandoned Vehicle Abatement	172,913		172,913
Asset Seizures	22		22
Street Maintenance Gas Tax	5,897,012	1,613,370	7,510,382
Transient Occupancy Tax	701,411	3,255,484	3,956,895
Petaluma Tourism Improvement District	185,508		185,508
Haz Mat Fines			-
SLESF	10	160,000	160,010
Donations/developer Contrib	214		214
Prince Park Trust			-
Virginia Craig Trust		500,000	500,000
Measure M Parks Sales Tax	378,851	653,283	1,032,134
Fairgrounds	571,062		571,062
General Government Debt	913,719	-	913,719
<b>TOTAL SPECIAL REVENUE, TRUST &amp; DEBT FUNDS</b>	<b>16,767,455</b>	<b>22,339,344</b>	<b>39,106,799</b>
<b>ENTERPRISE FUNDS</b>			
Airport Operations	2,519,360	123,000	2,642,360
Building Services	3,273,481		3,273,481
Marina	370,529		370,529
Public Transportation	9,753,756	480,000	10,233,756
<b>TOTAL ENTERPRISE FUNDS</b>	<b>15,917,126</b>	<b>603,000</b>	<b>16,520,126</b>
<b>UTILITIES</b>			
Waste Water Utility	28,897,526	20,993,000	49,890,526
Water Utility	24,096,551	7,148,000	31,244,551
Storm Utility	1,366,517	-	1,366,517
<b>TOTAL UTILITY FUNDS</b>	<b>54,360,594</b>	<b>28,141,000</b>	<b>82,501,594</b>

**CITY OF PETALUMA, CA**

**FY 2024-25 BUDGET**

**APPROPRIATIONS BY DEPARTMENT AND FUND**

	Budgeted Appropriations	Budgeted Transfers Out	Total Budget
<b>INTERNAL SERVICE FUNDS</b>			
Employee Benefits	1,188,381		1,188,381
General Services	160,028		160,028
Information Technology	4,469,477		4,469,477
Risk Management (Liability)	3,537,515		3,537,515
Vehicle and Equipment Replacement	2,613,706		2,613,706
Workers' Compensation	3,595,298	-	3,595,298
<b>TOTAL INTERNAL SERVICE FUNDS</b>	<u>15,564,405</u>	<u>-</u>	<u>15,564,405</u>
 <b>CAPITAL PROJECT FUNDS</b>			
Facilities CIP	5,238,000	-	5,238,000
Parks and Recreation CIP	7,359,767	-	7,359,767
Public Works/Surface Water CIP	16,631,824	-	16,631,824
Airport CIP	95,000		95,000
Transit CIP	480,000	-	480,000
Waste Water/Recycled Water CIP	19,352,000	-	19,352,000
Water CIP	9,971,000	-	9,971,000
<b>TOTAL CAPITAL PROJECT FUNDS</b>	<u>59,127,591</u>	<u>-</u>	<u>59,127,591</u>
 Successor Agency Debt	4,023,125	-	4,023,125
Successor Agency Admin	152,759	-	152,759
<b>TOTAL SUCCESSOR AGENCY FUNDS</b>	<u>4,175,884</u>	<u>-</u>	<u>4,175,884</u>
 <b>GRAND TOTAL</b>	<u><b>\$ 241,894,071</b></u>	<u><b>\$ 71,922,640</b></u>	<u><b>\$ 313,816,711</b></u>