

Resolution No. 2023-XXX N.C.S.  
of the City of Petaluma, California

**RESOLUTION ADOPTING THE FISCAL YEAR 2023-2024  
INTERNAL SERVICE FUNDS BUDGET**

**WHEREAS**, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2023 through June 30, 2024, as required by Sections 59 & 60 of the City Charter; and

**WHEREAS**, the preliminary budget for fiscal year (FY) 2023-2024 does not exceed the estimated revenues, other sources and available fund balances; and

**WHEREAS**, the FY 2023-2024 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

**WHEREAS**, the FY 2023-2024 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.

**WHEREAS**, the City Council conducted a public workshop on May 8, 2023, at which time any and all members of the public were afforded an opportunity to express their views; and

**WHEREAS**, based on the foregoing, staff recommends adoption of the Fiscal Year 2023-2024 Internal Service Funds Budget on behalf of the City.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Petaluma hereby:

1. Declares the above recitals to be true and correct and are incorporated into this resolution as findings of the City Council.
2. Finds 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.

3. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.
4. Adopts the FY 2023-2024 Preliminary Budget as the FY 2023-2024 Employee Benefits, General Services, Information Technology, Risk Management, Vehicle and Equipment Replacement, Workers' Compensation Funds Adopted Budget.
5. Orders the City Clerk to file the FY 2023-2024 Appropriations, referred to as Exhibit A, which lists Appropriations by Department and by Fund.

Under the power and authority conferred upon this Council by the Charter of said City.

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**REFERENCE:**

I hereby certify the foregoing Resolution was introduced and adopted by the Council of the City of Petaluma at a Regular meeting on the 15th day of May 2023, by the following vote:

Approved as to  
form:

\_\_\_\_\_  
City Attorney

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

**ATTEST:**

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

## EXHIBIT A

### FY 2023-24 Budget Appropriations by Department and Fund

#### CITY OF PETALUMA, CA

#### FY 2023-24 BUDGET

#### APPROPRIATIONS BY DEPARTMENT AND FUND

	Budgeted Appropriations	Budgeted Transfers Out	Total Budget
<b>GENERAL FUND</b>			
General Fund Cost Center		2,177,722	2,177,722
City Council	115,451		115,451
City Attorney	1,428,395		1,428,395
City Clerk	812,766		812,766
City Manager	1,862,030		1,862,030
Economic Development	999,616		999,616
Finance	2,883,725		2,883,725
Human Resources	1,153,908		1,153,908
Non Departmental	1,902,088		1,902,088
Planning	1,131,879		1,131,879
Fire	21,127,480		21,127,480
Parks and Recreation	6,612,772		6,612,772
Police	27,154,604		27,154,604
Public Works	2,489,652	-	2,489,652
<b>TOTAL GENERAL FUND</b>	<b>69,674,366</b>	<b>2,177,722</b>	<b>71,852,088</b>
 <b>Measure U</b>			
Measure U	-	20,185,395	20,185,395
<b>TOTAL MEASURE U FUND</b>	<b>-</b>	<b>20,185,395</b>	<b>20,185,395</b>
 <b>SPECIAL REVENUE, TRUST &amp; DEBT FUNDS</b>			
Community Development Block Grant	329,574	761,626	1,091,200
Permanent Local Housing Authority (PHLA)	750,000		750,000
Housing Successor Agency	642,339		642,339
Mobile Home Rent Program	3,000	6,207	9,207
Commercial Linkage Fees	95,438	279,321	374,759
Housing In-Lieu Fees	146,190	335,185	481,375
Parkland Acquisition Impact Fees-08	3,506		3,506
Parkland Development Impact Fees-08	11,622	660,000	671,622
Open Space Acquisition Impact Fees - 08	1,539		1,539
City Facilities Development Impact Fee	21,834	1,719,000	1,740,834
Storm Drainage Impact Fees	1,130	2,400,000	2,401,130
Traffic Mitigation Impact Fees	214,336	1,619,000	1,833,336
Public Art Fees	447,031		447,031

**CITY OF PETALUMA, CA**

**FY 2023-24 BUDGET**

**APPROPRIATIONS BY DEPARTMENT AND FUND**

	Budgeted Appropriations	Budgeted Transfers Out	Total Budget
3% Admin Impact Fees	159,940		159,940
General Government Grants	-	1,335,000	1,335,000
Community Development Grants	750,000		750,000
Parks and Rec Grants	-	429,000	429,000
Fire Grants	139,600		139,600
Police Grants	1,451,211		1,451,211
Public Works Grants	535,000	1,259,000	1,794,000
Gas Tax	466	3,191,936	3,192,402
Landscape Assessment Districts	506,337		506,337
Abandoned Vehicle Abatement	166,616		166,616
Asset Seizures	703		703
Street Maintenance Gas Tax	4,354,625	5,027,370	9,381,995
Transient Occupancy Tax	803,147	3,293,276	4,096,423
Petaluma Tourism Improvement District	11,911		11,911
Haz Mat Fines	341		341
SLESF	29	130,000	130,029
Donations/developer Contrib	686		686
Prince Park Trust	-	182,520	182,520
Measure M Parks Sales Tax	252,396	707,283	959,679
Fairgrounds	450,000		450,000
General Government Debt	913,219	-	913,219
<b>TOTAL SPECIAL REVENUE, TRUST &amp; DEBT FUNDS</b>	<b>13,163,766</b>	<b>23,335,724</b>	<b>36,499,490</b>
 ENTERPRISE FUNDS			
Airport Operations	2,102,017	523,000	2,625,017
Building Services	2,878,924		2,878,924
Marina	358,514		358,514
Public Transportation	6,640,453	1,309,000	7,949,453
<b>TOTAL ENTERPRISE FUNDS</b>	<b>11,979,908</b>	<b>1,832,000</b>	<b>13,811,908</b>
 UTILITIES			
Waste Water Utility	27,451,800	27,853,000	55,304,800
Water Utility	21,149,935	8,015,000	29,164,935
Storm Utility	1,352,496	-	1,352,496
<b>TOTAL UTILITY FUNDS</b>	<b>49,954,231</b>	<b>35,868,000</b>	<b>85,822,231</b>

**CITY OF PETALUMA, CA****FY 2023-24 BUDGET****APPROPRIATIONS BY DEPARTMENT AND FUND**

	Budgeted Appropriations	Budgeted Transfers Out	Total Budget
<b>INTERNAL SERVICE FUNDS</b>			
Employee Benefits	1,189,231		1,189,231
General Services	193,958		193,958
Information Technology	4,098,025		4,098,025
Risk Management (Liability)	2,792,987		2,792,987
Vehicle and Equipment Replacement	2,385,718		2,385,718
Workers' Compensation	3,819,118		3,819,118
<b>TOTAL INTERNAL SERVICE FUNDS</b>	<b>14,479,037</b>	<b>-</b>	<b>14,479,037</b>
<b>CAPITAL PROJECT FUNDS</b>			
Facilities CIP	8,951,000	-	8,951,000
Parks and Recreation CIP	10,417,000	-	10,417,000
Public Works/Surface Water CIP	23,015,000	-	23,015,000
Airport CIP	523,000		523,000
Transit CIP	1,747,000	-	1,747,000
Waste Water/Recycled Water CIP	29,006,000	-	29,006,000
Water CIP	15,813,000	-	15,813,000
<b>TOTAL CAPITAL PROJECT FUNDS</b>	<b>89,472,000</b>	<b>-</b>	<b>89,472,000</b>
Successor Agency Debt	5,131,711	-	5,131,711
Successor Agency Admin	261,886	-	261,886
<b>TOTAL SUCCESSOR AGENCY FUNDS</b>	<b>5,393,597</b>	<b>-</b>	<b>5,393,597</b>
<b>GRAND TOTAL</b>	<b><u>\$ 254,116,905</u></b>	<b><u>\$ 83,398,841</u></b>	<b><u>\$ 337,515,746</u></b>