

**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 UTILITY FUNDS FROM JULY 1, 2023 THROUGH JUNE 30, 2024**

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 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 8th, 2023, at which time any and all members of the public were afforded an opportunity to express their views; and.

WHEREAS, on May 15th, 2023, 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, 2023 through June 30, 2024, 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 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.

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, 2024.

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 15th day of May 2023.

ADOPTED this DD day of Month YYYY by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Kevin McDonnell, Mayor

ATTEST:

APPROVED AS TO FORM:

Kendall Sawyer, CMC, City Clerk

Eric Danly, City Attorney

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 |
|--|----------------------------|---------------------------|-----------------|
| GENERAL FUND | | | |
| 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 |
| TOTAL GENERAL FUND | 69,674,366 | 2,177,722 | 71,852,088 |
| | | | |
| Measure U | - | 20,185,395 | 20,185,395 |
| TOTAL MEASURE U FUND | - | 20,185,395 | 20,185,395 |
| | | | |
| SPECIAL REVENUE, TRUST & DEBT FUNDS | | | |
| 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 |
| TOTAL SPECIAL REVENUE, TRUST & DEBT FUNDS | 13,163,766 | 23,335,724 | 36,499,490 |
| 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 |
| TOTAL ENTERPRISE FUNDS | 11,979,908 | 1,832,000 | 13,811,908 |
| 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 |
| TOTAL UTILITY FUNDS | 49,954,231 | 35,868,000 | 85,822,231 |

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

| | Budgeted Appropriations | Budgeted Transfers Out | Total Budget |
|-------------------------------------|------------------------------|-----------------------------|------------------------------|
| INTERNAL SERVICE FUNDS | | | |
| 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 |
| TOTAL INTERNAL SERVICE FUNDS | <u>14,479,037</u> | - | <u>14,479,037</u> |
| CAPITAL PROJECT FUNDS | | | |
| 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 |
| TOTAL CAPITAL PROJECT FUNDS | <u>89,472,000</u> | - | <u>89,472,000</u> |
| Successor Agency Debt | 5,131,711 | - | 5,131,711 |
| Successor Agency Admin | 261,886 | - | 261,886 |
| TOTAL SUCCESSOR AGENCY FUNDS | <u>5,393,597</u> | - | <u>5,393,597</u> |
| GRAND TOTAL | <u>\$ 254,116,905</u> | <u>\$ 83,398,841</u> | <u>\$ 337,515,746</u> |