

**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 SPECIAL REVENUES, TRUST AND DEBT 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>