



City of Cotati Fiscal Year 2024/25



Adopted Version - 6/25/2024



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INTRODUCTION





CITY MANAGER'S MESSAGE

Damien O'Bid - City Manager

June 25, 2024

Mayor, Councilmembers, Residents, Community Organizations and Business Owners,

Attached is the City of Cotati's Fiscal Year 2024/25 budget. The budget is the primary policy document adopted by the City Council each year. This budget is developed in accordance with the City's financial management policies and guidelines and reflects the City Council's goals and objectives and how resources are allocated to achieve these goals. In addition, the budget serves as the annual financial plan, an operational guide, and a communication tool.

The Fiscal Year 2024/25 General Fund budget was prepared using a conservative approach on operations, while continuing to push hard to reduce deferred maintenance and improve the community through capital projects. This budget focuses on providing excellent core City services and continuing the aggressive push to reduce medium and long-term costs through pension funding strategies and infrastructure repair. In Fiscal Year 2023/24, the City Council continued heavy investment in the road system to reduce future maintenance costs and continued design work for major renovations of City Parks. Long term risk continues to be operating costs outpacing revenue growth and displacing the capacity for infrastructure repair and maintenance. Therefore, in this budget, the City continues to strategically fund projects that lower future costs (roads), improve the quality of life (parks), reduce future pension costs and promote economic development that will provide residents with jobs and services and the City with future revenue growth to stay ahead of continuing cost pressures. This is all intended to ensure that the City can continue to provide excellent services and infrastructure.

In preparing departmental budgets for the new fiscal year, department directors were instructed to analyze their department expenditures for potential savings with the goal of keeping operational expenses flat. Each department went through a detailed budget review focusing on the Council's goals and priorities and evaluating departmental needs assessments. However, we are continuing to experience increased operating costs, including large increases in insurance costs across the cities that we pool risk with. We need to stay cognizant of those trends, remain fiscally prudent, and make selective and pragmatic decisions through this budget year.

Finally, this budget continues to move forward on City Council initiatives and priorities. The City Council has clearly communicated the need for many years to maintain core City services and invest heavily in repairing and maintaining our infrastructure. With the housing affordability crisis in the State, the City Council has been focused on housing development across income levels, as well as implementing equity in hiring, greater transparency in policing, and policies to mitigate and adapt to the continuing effects of climate change.

Highlights of the Fiscal Year 2024/25 budget include:

- Strategic focus on economic development to ensure the long-term vitality of the City.
- Improving core services while striving to expand services with increased efficiencies.
- Meeting or exceeding the General Fund reserve policy target of 25%.
- Meeting or exceeding the Enterprise Fund (Water & Sewer) reserve policy target of 33%. In particular, the sewer operations fund will be carefully evaluated for additional actions that may be necessary to stabilize this fund.
- Significant investments in improving our streets and parks.
- Additional discretionary pension payment to CalPERS to avoid future compounded interest costs.



- Continued development of policy for new housing development across a range of income levels.
- Continuing to look for opportunities to promote equity, transparency in policing and measures to mitigate and adapt to climate change.

We have presented a balanced budget in conformance with California State legislation (California Constitution Section 18 of Article XVI) that requires anticipated revenues plus any use of fund balance to not exceed appropriations for expenditures. The goals, objectives, long-term planning, and departmental needs have guided the City staff in their recommendations for the Fiscal Year 2024/25 budget.

Sincerely,



Damien O'Bid
City Manager

A HISTORY OF COTATI

Dedication - most of the photos and information provided within this Historical Perspective were made possible by contributions by Lloyd and Prue Draper. Lloyd and Prue worked to create a comprehensive archive to preserve the history of Cotati for future generations. Thank you to the Cotati Historical Society for providing this perspective.

19th CENTURY

Long before the Europeans came to California; the fertile valley had been the home of Coastal Miwoks, a clan of Native Americans who lived well on the nuts, grains and tubers, berries, fish and game that abounded in this temperate climate. The Indian name of their village, Kota'ti, produced the legend of Chief Cotati, whose visage is featured in the City's logo.

In 1837, the Mexican government established a system of land grants, including the 17,234-acre Rancho Cotate, which encompassed what is now Cotati, Rohnert Park and Penngrove. At that time, the Sonoma County region marked the northernmost frontier of Mexican territory. The Mexican government was anxious to establish its hold on the area, since it was being eyed for takeover by several nations. In 1846, the Bear Flag Rebellion, which led to the takeover of the Sonoma Fort, succeeded in displacing the Mexican domination of the region and the loss of the original papers deeding the Rancho Cotate.



Dr. Thomas Stokes Page

Dr. Thomas Page purchased the Rancho in 1849, receiving a clear title seven years later, since the original deed had been lost. Dr. Page and his family continued to occupy the lands from 1849-1929, and left an indelible imprint on the very shape of the town. Dr. Page and most of the family members actually spent very little time living on the ranch. Two of the seven Page sons developed the land into a cattle and sheep concern, and until the early 1890's it remained largely unchanged.



Page Ranch - Hexagonal Barn

By 1895, the county road was built between Santa Rosa and Petaluma, passing directly through the hexagonally laid-out heart of the new town. In 1909, this road would be incorporated into what was then called California Route One, running from San Francisco to Crescent City. It was this road, along with the train station, which opened up the new town of Cotati as a convenient place to stop for travelers. The construction of the center of the town in the hexagonal motif allowed the Page family to name each of the six peripheral streets after one of the seven Page sons. Wilfred, who supervised the project, named a train station and another street to the north after himself.

The exact source of the design for the city center remains a mystery, but there are at least two very good possibilities. First is that it was patterned after the hexagonal barn at the Page ranch, which in turn may have been built along lines that were in fashion at the time of its construction. Another possibility is that it was fashioned after the radiating star plan which is prevalent in the layout of many European cities, as well as Washington, D.C. and Detroit, Michigan. Whatever the reason for its design, it was deemed unique enough to gain State Historical Landmark status in 1973.

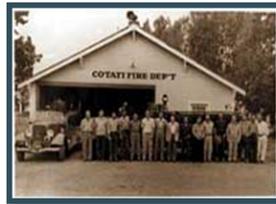
EARLY 20th CENTURY

By the turn of the century, many parcels of Cotati land had been sold as small farms. The freight transportation offered by the railroad through town, the development of the new county road, and the sudden need for businesses serving a growing agricultural community, all combined to make Cotati something of a boom town. During the first decade of the century, churches, schools, meeting halls and homes by the score were built. By 1911, the town could boast that a thousand people had celebrated the Fourth of July there. Around the Plaza, businesses sprang up, including the Cotati Hotel. The November 1911 edition of *The Northern Crown*, a Petaluma journal, extolled the virtues of Cotati and its public-spirited inhabitants. The citizens of Cotati built and maintained their own public parks, built churches, schools and meeting halls. The trees they planted still stand.



Cotati Hotel

During the 20's, Cotatians had banded together to fight their own fires or else relied on the Santa Rosa department. The combination of high winds and tinder-dry summertime grasses helped to make parts of Cotati subject to frequent grass-fires. In an area where everyone knew, or knew of everyone else, it was natural to join together in saving one another's property and, in some cases, lives. By 1927, the number of structures and the size of the area needing fire protection necessitated the organization of the Cotati Volunteer Fire Department.



Cotati Volunteer Fire Dept.

During the 30's and 40's, agriculture continued as the most important influence in the Cotati Valley, and the town changed more slowly. In the 40's and 50's, small family farms were having a hard time surviving, and some of Cotati's agricultural lands began to develop as residential and commercial areas. The opening of the 101 freeway in the mid-1950's made it feasible for San Francisco workers to commute to homes in Cotati.

BIRTH OF A CITY

"Incorporation will preserve the unity and pride of Cotati as well as its individuality." That was the heading on handbills urging voters to turn out at the polls on July 2, 1963.



The Cotatian Newspaper – Thursday July 4 1963

The town had developed by fits and starts since the turn of the century, and by the end of the 50's had become a close-knit community that clung fiercely to its claim of being "the Hub of Sonoma County." The Cotati Chamber of Commerce was well known throughout the NorthBay Area for its vigor and enthusiasm. It had led a successful fight to get state approval of a local site for the new state college. The little town was proud to have its own water and sewer system and its top rated fire department. It seemed destined to continue its pattern of gradual growth, well insulated by green pastures from its metropolitan neighbors.

By the fall of 1961, citizens of semi-rural Cotati and infant Rohnert Park, discontented with the level of services provided by the county, were exploring the possibility of merging their interests and incorporating as one city. A joint citizens' committee was formed, and a municipal expert, William Zion, was hired to conduct a feasibility study. By January 1962, however, a contingent in Rohnert Park had decided that a combined city wasn't to their liking, and filed notice of their intention to incorporate independently.

The election was held on August 21, 1962, and incorporation was approved. Rohnert Park was the name favored by 398 voters, while 128 diehards, still hoping that the neighboring communities might someday merge, voted to name the city "Cotati Park."

Cotatians, having studied incorporation, realized that incorporated cities had jurisdiction over development adjacent to their boundaries. It seemed inevitable that the new City of Rohnert Park would seek to extend its boundaries to take in the parts of Cotati that it found most desirable, gradually eradicating the close-knit pride-filled "Hub of Sonoma County."

Facing the fact that one week after Rohnert Park's election the new city would become official, Cotati citizens swung into high gear. A citizens' committee spearheaded by Lloyd Draper, publisher of the Cotatian weekly newspaper, Dr. Bill Kortum, president of the Chamber of Commerce; real estate broker Joe Dorfman and county tax appraiser Sam Houser began gathering signatures on a petition stating Cotati's intention to form its own city.

On August 27, one day before Rohnert Park was to be officially declared a city, the Cotati committee filed its notice of intention to circulate incorporation petitions. Boundaries of the proposed city were roughly the same as the Cotati Public Utility District. Thirty-seven citizens signed the petition which Draper presented to the Board of Supervisors, stating that incorporation "seemed necessary to retain the character of the town, preserve its name and guide its future growth." The citizens agreed, and on July 2, 1963, 83.9% of the registered voters, a total of 331, went to the polls and approved incorporation by an 84% majority - 284 yes to 49 no.

Candidates for the first City Council were Oliver Chadwick, Al Falletti, Harold Groom, Bernhard Grutgen, Sam Houser, Bud Howard, Tom Murphy, Stanley Olsson, Lyle Short, Russ Williams and Herb Winter. Top vote getter was Houser, who was subsequently chosen as Cotati's first mayor. Also winning seats on the first council were Olsson, Chadwick, Groom and Falletti, the latter two also continuing as directors of the Cotati Public Utility District.

A week after the election, Cotati was certified as Sonoma County's newest city. The City Council began conducting its business in the anteroom of Ed Lewitter's accounting office while hosting public meetings at the fire station.

One of the Council's first actions, on August 1, was to refuse salaries, stating that Cotati had been planned as a low-budget city with volunteer workers, and the councilmen were sticking by their plans. "None of us wanted public office," Mayor Houser told a newspaper reporter. "We just wanted to keep Cotati the way it was."

THE SIXTIES

The year 1968 saw the birth of the counterculture influence on Cotati. The Inn of the Beginning came alive and brought nationally and internationally recognized musicians to Sonoma County. The major forms of music played were rhythm and blues, rock and roll, country and western, and folk.



The Inn of the Beginning

Hotbeds of Dissent

Coffeehouses have played a significant role as gathering places for the "Cotati counterculture" since the 70's. The Last Great Hiding Place was popular in the mid-70's, with couches and armchairs in front and a theater in back. Many significant dramatic events and much political planning took place here.

When the Hiding Place closed, coffeehouse habitues found a new, if somewhat isolated, home at the Cotati Donut Shop in the Rancho Cotate Shopping Center.

Soon after the Cotati Donut Shop closed, Lindy's New and Delicious opened, and the caffeine faithful flocked in, glad to be back in the central part of town and grateful for the couch, the art on the walls - and especially the typewriter.

The Freestore

The Freestore was a large shed from which many Cotati citizens outfitted themselves without charge. Vito Paulekas and others constantly organized the steady flow of cast-off clothes, shoes and accessories that were left there, creating a treasure trove of "finds" for indigent browsers. The "store" burned down and was rebuilt, vandalized and cleaned up again, surviving until 1983 when it was crushed flat by a semi-truck. Its influence was great on that peculiar style of dress known as the "Cotati look."



The Free Store

Cotati Company No. 2

In 1969, Irving and Irene Lipton closed their downtown variety store, and Brad and Liza Loop leased the building, delving into local history for its name: Cotati Company No. 2. They rented space as small as 12 square feet for as little as \$10 a month to youthful entrepreneurs.

People built booths, clothes racks, or whatever they wanted, and went into business selling everything from comic books and rolling papers to candles, jewelry and clothing. The enterprise bustled along with ten or more merchants under one roof for almost two years until a fire closed it down.

The Bandstand and the Rebirth of La Plaza Park

Vito Paulekas and Karl Franzoni were threatened with arrest while building the bandstand in the Plaza - an "illegal structure" not sanctioned by the City - but they prevailed, and the bandstand, born to controversy, began its stormy life.

It immediately became the center for new energy in town. Large crowds began to gather on weekends, lured by free electrified rock 'n' roll. City Council meetings played hosts to two disparate factions: one wanted more music, facilities, sandboxes for the kids, the other demanded user fees, permits, an end to amplified music.

Picnic tables, benches and swings were built and installed by concerned citizens - often for free - and gradually La Plaza Park became the comfortable gathering place it is today.

The George and Arthur Streets Barricade

Residents of George and Arthur Streets by 1978 had had enough of the 3,000-plus cars per day which were using their residential neighborhood as a high-speed shortcut. They organized and descended upon the City Council, convincing them to block Arthur Street at East Cotati Avenue, stopping through traffic.

Many people who didn't live in the neighborhood took strong exception to the street closure, and a long, fierce battle began. The barricade became a major political issue, and source of battles before the Council, Planning Commission and in the courts. Finally, in June, 1983, the City Council took the final legal step to declare the barricade permanent.

The George-Arthur Streets neighborhood has changed dramatically since the barricade was installed. Children now abound, and the streets with their open ditches, free-form parking and sparse, slow-moving traffic, are reminiscent of a quieter Cotati of years ago.

Sonoma State University

Sonoma State University, located just outside Cotati's city limits, has played a significant role in the City's history since it moved onto its 220 acre East Cotati Avenue campus in 1966. Originally a state college, Sonoma State was granted university status in 1978. Having a major university nearby is certainly a cultural asset, but there has never been a shortage of culture in Cotati.

COTATI TODAY



For the past two decades, Sonoma County has been growing at a rapid pace, welcoming vast numbers of new residents to the area. Many of these transplants have moved to the area in an effort to escape the crowded city life of the larger Bay Area cities to the south such as San Francisco and San Jose. In 1990, the citizens of Cotati overwhelmingly voted to curtail the growth of the city by forbidding any annexation of land beyond a fixed urban boundary line. This highly popular self-imposed limit on annexation turned the focus on development inwards.

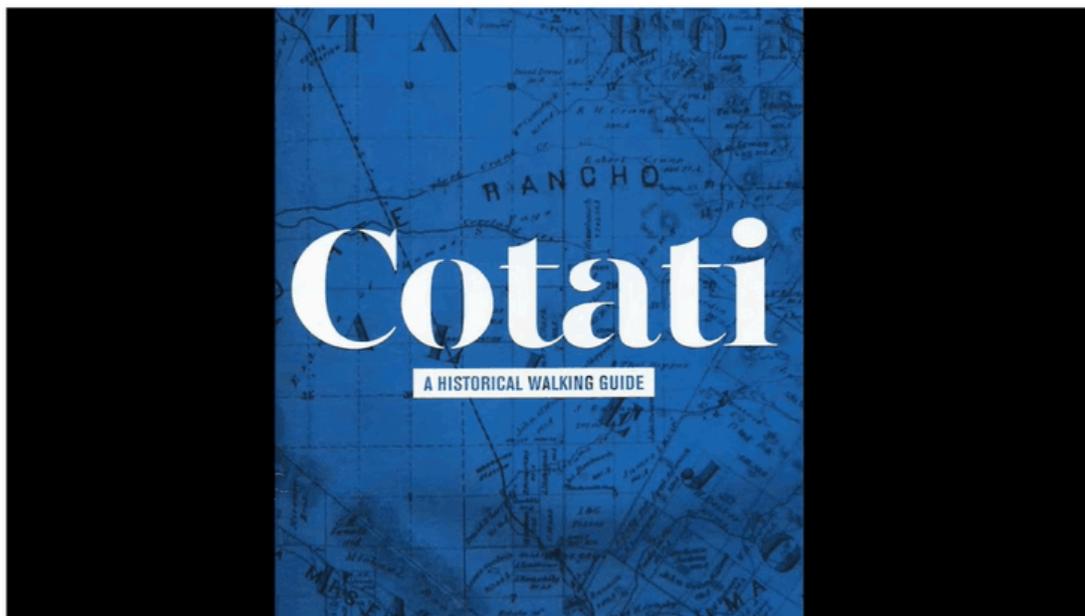
This rapid growth has provided a significant challenge to the City and to the preservation of its unique charm as a modern residential-focused community with strong historical roots in agriculture and music. Managing this growth has become one of the prominent issues facing the City. While many feared that too much growth would spoil the city's small town character, others felt that too little growth would cause more and more city residents to leave Cotati to shop at neighboring City shopping centers in Santa Rosa, Rohnert Park and Petaluma. They feared that this would cause the city's share of the sales tax revenue to wither, leaving the city unable to provide adequate city services. However, with the growth of a few key businesses that draw customers from those same neighboring cities plus the growth of online sales and the voter approved 1% sales tax, this concern has flipped to stabilizing revenues with more revenue diversification with economic development.

The City continues to work to enhance the downtown area, such as the new Information Kiosks for both locals and tourists, and to encourage business development. The City also has worked towards significant developments outside the downtown, including a successful industrial section and on a plan for mixed residential and commercial use developments on E. Cotati Avenue by the SMART train station. The City has also recently added Wayfinding Signage to enhance pedestrian and cycling routes, and is continuing development on the Gateway Project at the approach to the City on Highway 116.

The City is home to the Cotati Music Festival each June, the annual Kid's Day Parade and the internationally renowned Cotati Accordion Festival in late August.

If you would like to learn more about the City and its historical importance, please visit the Cotati Historical Society online at <http://cotatihistoricalsociety.org/> (<http://cotatihistoricalsociety.org/>) or at the Historical Society Museum located in City Hall and open on Saturdays from 1 p.m. to 4 p.m. and also on the second Tuesday of each month from 5 p.m. to 7 p.m.

Historical Society Video Walking Tour of Cotati

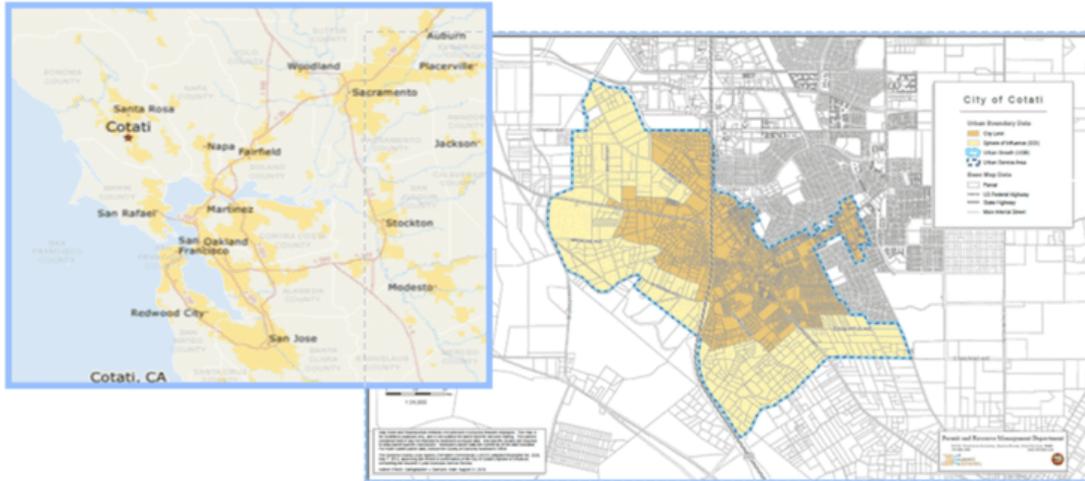


Cotati Historical Museum Walking Tour

Visit the Digital Cotati Historical Museum Walking Tour online [here](#).



City of Cotati Map



For a detailed map, visit: <https://tinyurl.com/2p8tzej3> (<https://tinyurl.com/2p8tzej3>)



Your Elected Officials

Mayor Laura Sparks



Email: lsparks@cotaticity.org Phone: (707) 792-4600 Ext. 194

Council member Laura Sparks was elected to City Council in November 2020 for a four-year term.

Laura Sparks has lived in Cotati since 2016. After earning a B.S. in physics from Arizona State University and a master's degree in Physics at the University of Massachusetts, Amherst, she relocated to Livermore, California in 2006 to pursue a career teaching at the community college level. She had been able to attend state schools thanks to publicly-funded financial aid programs, and she wanted to work giving students the same opportunity to get an education and excel regardless of economic background. She was drawn to the California Community College system because its low tuition and support programs make it truly accessible to all. In 2009 she moved to Sonoma County to teach astronomy full-time at Santa Rosa Junior College (SRJC), where she continues to teach today. During her time at SRJC, Council member Sparks has taken on a variety of leadership roles, including Academic Senate parliamentarian and department chair of Earth and Space Sciences.

Council member Sparks has been a frequent volunteer at science outreach events throughout Sonoma County, and served as a board member of the Sonoma County Astronomical Society. She is an educational affiliate member of the American Astronomical Society and a member of Astronomers for Planet Earth, an organization of professional astronomers, educators, and students who advocate for climate action.

Her priorities include transparent, inclusive, and participatory local government, working to combat and mitigate the effects of climate change, promoting affordable and attainable housing, anti-racism, and helping local residents and businesses to survive and thrive in a time of unprecedented challenges.

Vice Mayor Ben Ford



Email: bford@cotaticity.org Phone: (707) 792-4600 Ext. 196

Ben Ford was elected to City Council in 2020. He earlier served on Cotati's Planning Commission (2011-19) and Design Review Committee (2009-10). Some of his favorite organizations to volunteer with over the years have been Cotati Creek Critters, Transition Cotati, Daily Acts, and the North Bay Organizing Project.

Ford represents Cotati on the Boards of the Russian River Watershed Association and the Sonoma Clean Power Authority.

Councilmember Ford moved to Cotati in 2003 with his wife and their two kids. He teaches mathematics at Sonoma State University, where he has served as Chair of the Mathematics and Statistics Department and on two occasions as Chair of the University Faculty. He serves on professional bodies that help shape math education guidelines for the State of California. He tries to get outdoors on his bike or in his hiking boots whenever possible.

Council Member Sylvia Lemus



Email: slemus@cotaticity.org Phone: (707) 792-4600 ex. 201

Councilmember Sylvia Lemus was appointed to the City Council in 2022 for a full four-year term, ending in December 2026. Prior to her appointment to City Council, Lemus served as a Cotati Planning Commissioner starting in February 2020 and was the Chair of the Planning Commission in 2022.

Sylvia Lemus has been a resident of Cotati since 2008 and has been a lifelong resident of Sonoma County. Councilmember Lemus has been a founding member of community organizations including Los Cien Sonoma County and Santa Rosa Cinco de Mayo organizations. She has also served on several boards and task forces and volunteered for numerous organizations including Hispanic Chamber of Commerce, LandPaths, Community and Law Enforcement Task Force, Latino Alliance of Rohnert Park/Cotati, and the Sonoma Speedway Children's Charity.

Councilmember Lemus has been in local county government for over 33 years, specializing in human resources and communications, and looks forward to retirement at the end of 2022. Her long career gave her a diverse and in-depth experience into how government works at all levels. Councilmember Lemus was also instrumental in the county's racial equity efforts and was involved on related committees and provided input to the development of ongoing policies at the county level. Sylvia Lemus has also embarked on a new wine business startup in partnership with family. Through her appointment, Lemus has become the first Latina Councilmember in Cotati's history, a source of great pride to Lemus, her family, and her entire community.

Councilmember Lemus' primary goals include engaging our diverse community, anti-racist policies, climate issues, housing affordability, community safety, small business support, interjurisdictional collaboration, and keeping Cotati as a place where all residents can live and thrive.



Council Member Kathleen Rivers Ph.D.



Email: krivers@cotaticity.org Phone: (707) 792-4600 ex. 202

Councilwoman Kathleen (Kay) Rivers, Ph.D. was appointed to the City Council in 2022 for a four-year term.

Kay has served on multiple Boards in the local area, including Petaluma Pride, the Unitarian Universalists of Petaluma, and is a proud member of the Cotati Historical Society. Before joining the Cotati community, she served many progressive causes including: the San José City Library and Education Commission, Billy DeFrank LGBT Community Center Board of Directors, and the Santa Clara County CEDAW Taskforce.

Professionally, Kay works as a public-school teacher at a continuation high school. She holds a doctorate in Psychology, a Master's degree in Organizational Management, and a Bachelor's in Spanish. Kay has authored, *The Weight of Abuse: Releasing Fear and Feeling Safe in Your Body* and contributed the chapter, "Lesbian Teacher Believes in You" to the best-selling book, *It Gets Better: Coming Out, Overcoming Bullying, and Creating a Life Worth Living*. She recently completed her first novel, titled, *After The Flash*.

Personally, Kay is an out-lesbian mother of three, who's been married since 2000. She's raising chickens, cultivating herb and vegetable gardens, and researching how best to restore Cotati's native flora and fauna. Kay's wife works for a local meditation center; her daughter graduated from UCSB in 2022; her older son is an active-duty United States Marine; and her youngest is attending Santa Rosa Junior College. Having grown up in a small town, Kay is dedicated to building community, promoting conservation, supporting local small business, advocating for anti-racism, balancing affordable housing with maintaining a small-town feel, and serving as a listening member of our community.

Council Member Susan Harvey



Email: sharvey@cotaticity.org Phone: (707) 792-4600 Ext. 193

Susan Harvey was elected to the City Council in November 2009 and re-elected in 2012, 2016 and 2020. She was appointed as Vice Mayor in 2011, 2016 and 2022 and served as Mayor in 2012, 2017 and 2023. She served on the Planning Commission from November 2008 to November 2009.

Councilmember Harvey currently serves as Cotati's representative on the Sonoma County Waste Management Agency (SCWMA), Santa Rosa Plain Groundwater Sustainability Agency, Sonoma County Transportation Authority/Regional Climate Protection Agency, Association of Bay Area Governments (ABAG) and Marin/Sonoma Mosquito Vector Control District. She serves on the Board of Directors of the Northbay Division of the League of California Cities and Sonoma Local Agency Formation Commission (LAFCO) representing Sonoma County. She serves as an alternative representative for REMIF/CIRA Board of Directors and Cotati Chamber of Commerce liaison.

A long-time volunteer, Susan has worked on behalf of community activities such as the Cotati Accordion Festival, the Jazz Festival, Oktoberfest and Cotati Historical Society. In 2011, Susan was selected as Cotati's "Citizen of the Year".

Susan and her husband have resided in Cotati since 1978, where they have raised their three children. She enjoys sharing our community and its events with her grandchildren. Having lived 45 years in Cotati, Susan brings a deep knowledge and familiarity of the uniqueness of our community. Susan brings over 30 years of management experience from a major local employer. Difficult budgets, painful decisions and working through differences of opinion are all common occurrences when working in such an environment. She brings skills in team work and consensus building for the betterment of the community and its long-term sustainability.

Councilmember Harvey is devoting her energy to preserving community police, maintaining essential city services, recreational opportunities for our youth and seniors, fiscal responsibility, working to increase volunteerism, supporting policies that enhance existing business and attract new business. Additionally, Councilmember Harvey has seized the opportunity for our community to be well represented in Sonoma County efforts for sustainability of water, waste management, education for all and improving health outcomes.

Population Overview



TOTAL POPULATION

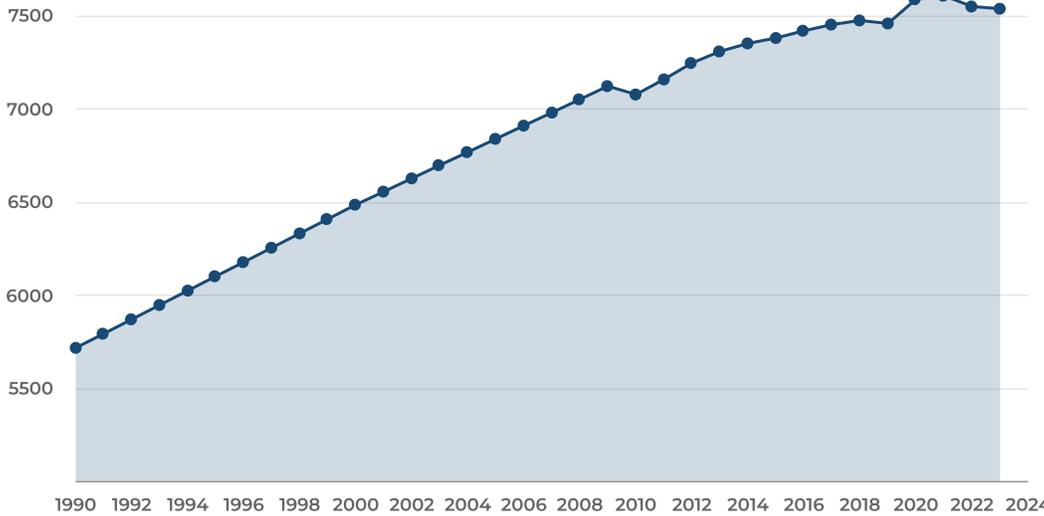
7,533

▼ **.2%**
vs. 2022

GROWTH RANK

197 out of **503**

Municipalities in California



* Data Source: U.S. Census Bureau American Community Survey 5-year Data and the 2020, 2010, 2000, and 1990 Decennial Censuses



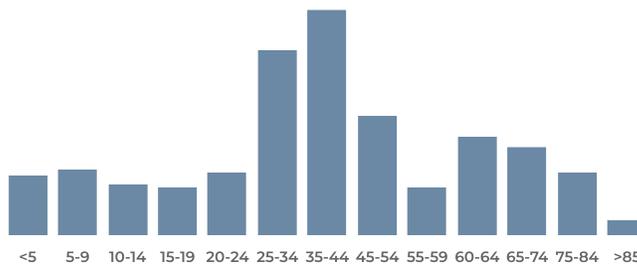
DAYTIME POPULATION

6,375

Daytime population represents the effect of persons coming into or leaving a community for work, entertainment, shopping, etc. during the typical workday. An increased daytime population puts greater demand on host community services which directly impacts operational costs.

* Data Source: American Community Survey 5-year estimates

POPULATION BY AGE GROUP



Aging affects the needs and lifestyle choices of residents. Municipalities must adjust and plan services accordingly.

* Data Source: American Community Survey 5-year estimates

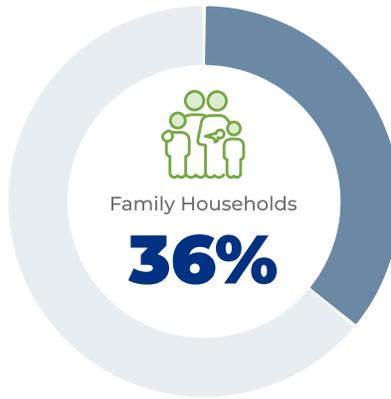


Household Analysis

TOTAL HOUSEHOLDS

3,261

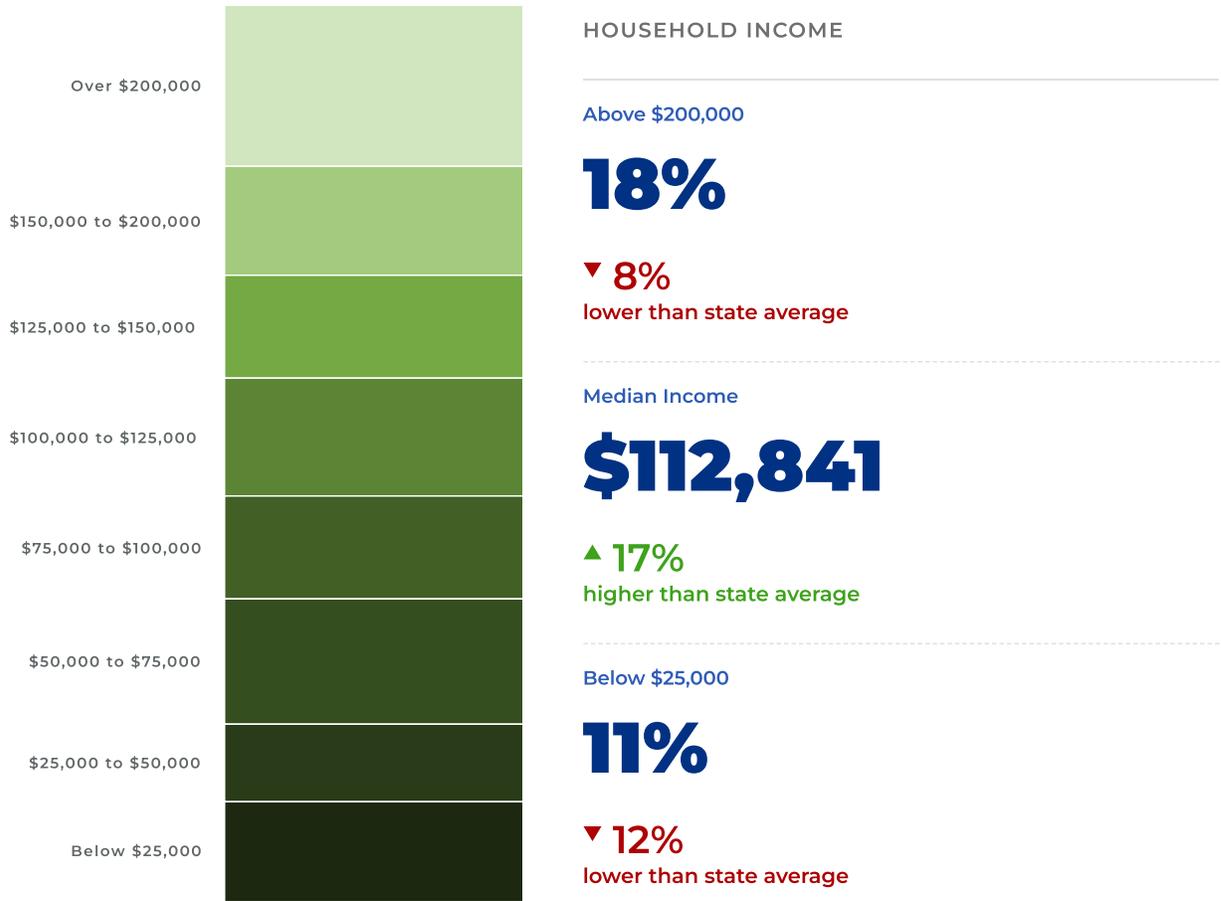
It is important to consider the dynamics of household types to plan for and provide services effectively. Household type also has a general correlation to income levels which affect the tax base.



** Data Source: Cotati, CA 2025*

Economic Analysis

Household income is a key data point in evaluating a community's wealth and spending power. Pay levels and earnings typically vary by geographic regions and should be looked at in context of the overall cost of living.



* Data Source: American Community Survey 5-year estimates

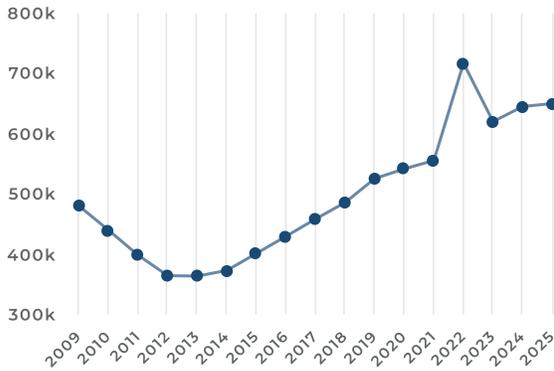


Housing Overview



2025 MEDIAN HOME VALUE

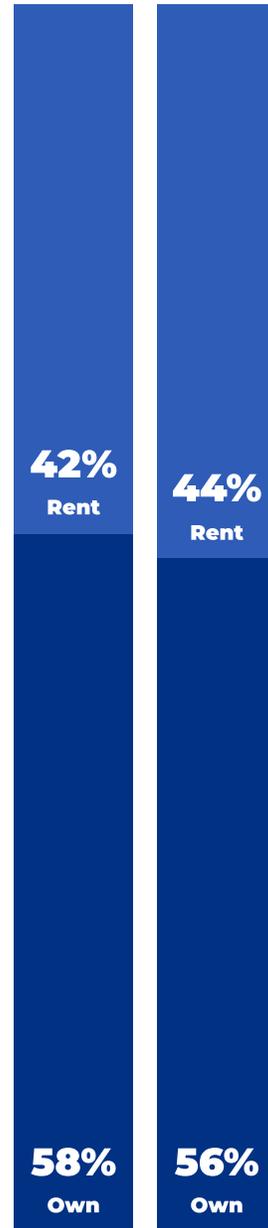
\$650,000



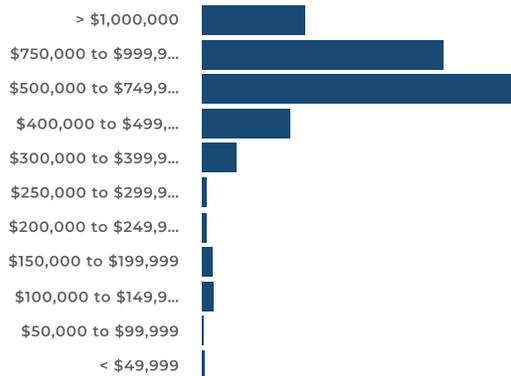
* Data Source: Cotati, CA 2025

HOME OWNERS VS RENTERS

Cotati State Avg.



HOME VALUE DISTRIBUTION



* Data Source: 2023 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

* Data Source: 2023 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.



Cotati Provided Demographic Data

City staff have provided updated data points for the following graphic data provided herein:

- Household Analysis - using the 2020 US Census data recalculated the percentage of each household type.
- Housing Overview - staff obtained the April 2021, April 2022, March 2023, April 2024 median home values for the City from Redfin <https://www.redfin.com/city/4316/CA/Cotati/housing-market> 



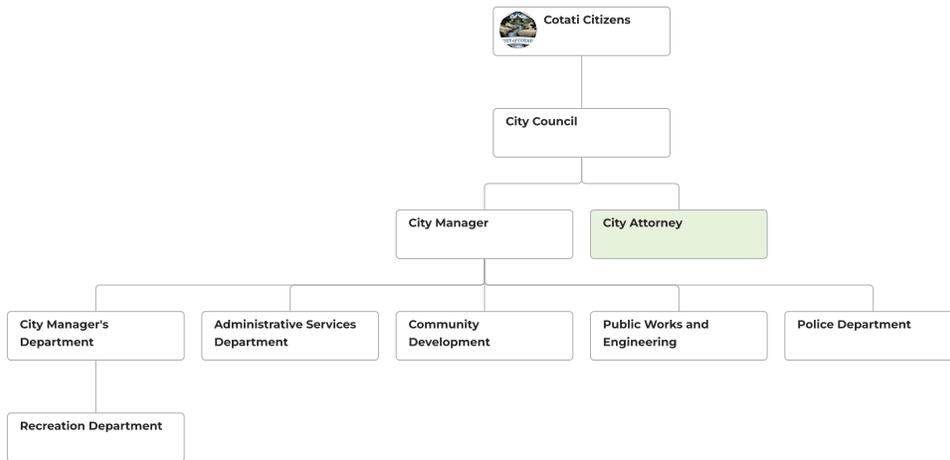
Organizational Chart

The citizens of our community are the start of our City government. Citizens elect and have the power to recall the City Council. City Council independently hire both the City Attorney and City Manager. The City Attorney, John Bakker, works for an outside third party legal firm that focuses on municipal law. The City Manager, Damien O'Bid, then manages the operations of the City including the 4 bargaining units; (1) Non-Rep, (2) CEA, (3) CPOA, and (4) CPOA.

Those individuals highlighted in green are outside consultants and not employed by the City.

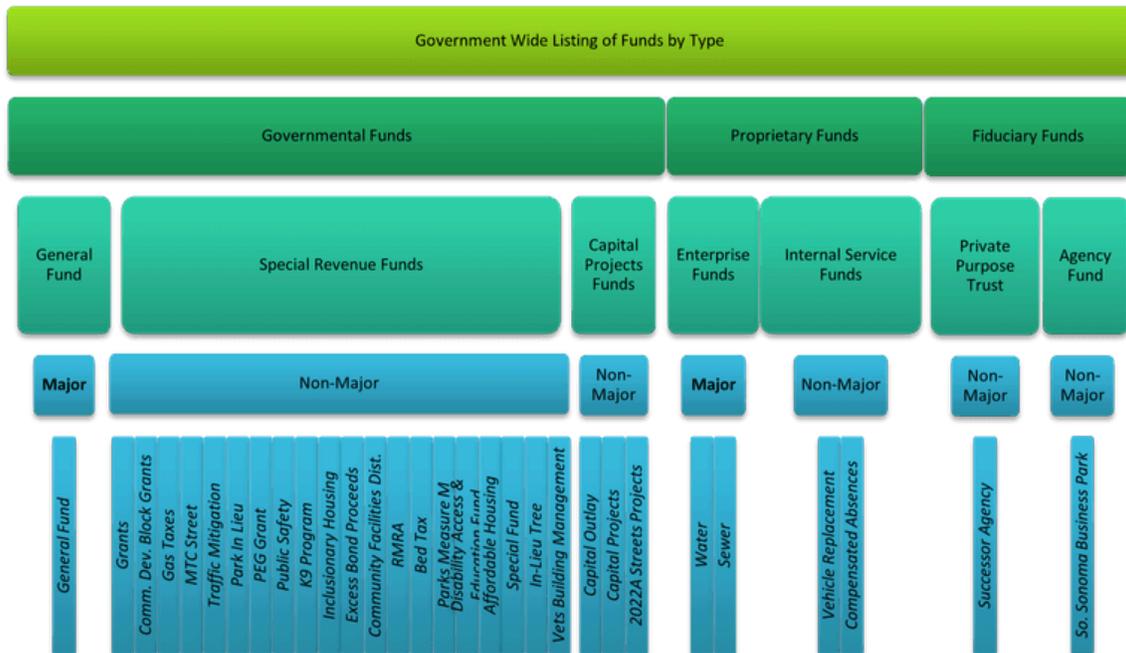
Staffing for each department, including the positions and names, are included within the detailed department pages within the budget.

Cotati Organizational Chart



Fund Descriptions and Structure

The operating budget document includes City-wide information as well as information specific to each fund and each department. The City receives revenue from numerous sources, many of which have restrictions on how they can be used. Separate funds are established to account for the different types of revenues and the allowable uses of those revenues. The annual budget information is available after the publication of the annual Adopted Budget.



Accounting Basis

Governmental funds, such as the General Fund, are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, revenues are considered available if they are expected to be collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Proprietary funds, such as the Water and Sewer Enterprise Funds, distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the proprietary fund's principal ongoing operations. The principal operating revenues of the City's enterprise funds are charges to customers for sales and services. Operating expenses for the enterprise funds include the costs of providing services, administration costs and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

Fiduciary funds, such as the Successor Agency Fund, track assets held by the City in trust which are presented using the economic resources measurement focus and the accrual basis of accounting. Economic resources measurement focus is a method of financial reporting where statements report all inflows, outflows, and balances affecting or reflecting an entity's net position including all assets that are available to the entity, not just cash or soon to be cash assets.



Descriptions & Structure of City Funds

General Fund

One of the most commonly heard terms in municipal budget discussions is the General Fund. The General Fund is the largest fund that the City of Cotati maintains. The two major revenue sources for the General Fund are Sales Tax, and to a lesser degree, Property Tax. These revenue sources are dependent on the economic environment and can fluctuate from year to year.

Sales Tax - Cities and counties administered local sales tax ordinances with varying tax rates and exemptions until 1955 when the California Legislature passed the Bradley-Burns Uniform Local Sales and Use Tax Law. This law laid the groundwork for a sales tax system that authorizes the State Board of Equalization to collect all sales and use taxes and distribute 1% of the sales tax to cities and counties. In November 2020, Cotati voters also approved Measure S, a 1% transactions and use tax. With Measure S, the total sales tax rate in the city of Cotati is 9.50%. Therefore, the city receives a total of 2% of the 9.50% in sales tax, with Bradley Burns and Measure S.

Property Tax - State statutes provide that the property tax rate be limited generally to 1% of market value, be levied by only the County, and be shared by applicable jurisdictions. The County of Sonoma collects the taxes and distributes them to taxing jurisdictions on the basis of assessed valuations subject to voter-approved debt. Property taxes are due on November 1 and March 1, and become delinquent on December 10 and April 10. The City receives property taxes pursuant to an arrangement with the County known as the "Teeter Plan". Under the plan, the County assumes responsibility for the collection of delinquent taxes and pays the full allocation to the City. The City recognizes property tax revenues in the fiscal year in which they are due to the City.

Other Revenue - Other General Fund revenue sources are impacted by the economic environment, but not to the same degree as sales, property, and transaction and use taxes. These other sources include; Business License Tax, Permits and Franchises, Rents; Revenue from Other Agencies, Charges for Services, Transfers from Other Funds, and Other Revenues.

Enterprise Funds

Enterprise Funds are for specific services that are funded directly through user fees. As the second-largest fund type in the City, the Enterprise Funds are fully self-supporting and are not subsidized by tax money from the General Fund. Cotati's Enterprise Funds include Water Operating and Capital Funds (401 & 402) and Sewer Operating and Capital funds (404 & 405).

Special Revenue Funds

Special revenues are monies received for a specifically identified purpose. Examples are Gas Tax (203), MTC Streets (204), and Measure S Parks (225) funds.

Capital Projects

Capital project funds are financial accounts that are used to track the building, renovating, or purchase of; equipment, property, facilities, parks, and other infrastructure or information technology systems which are to be used as a public asset or to benefit the public. Examples of these funds for the City are Grants Fund (201), Capital Outlay (604), and Capital Projects (605).

Debt Service Fund

Projects This is a new fund for the City which records the accumulation of resources and payment of principal and interest on general long-term obligations and payments on contractual obligations. These debt service payments are supported by operating transfers from the General Fund and Enterprise Funds.

Internal Service Funds

Internal Service Funds account for activities that provide goods and services to other departments or funds on a cost-reimbursement basis.

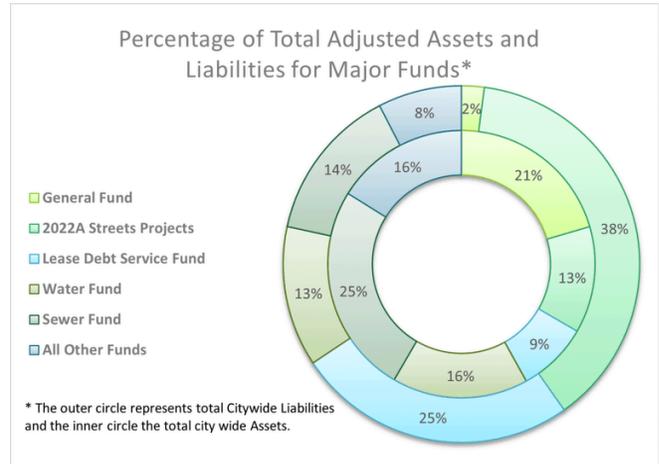
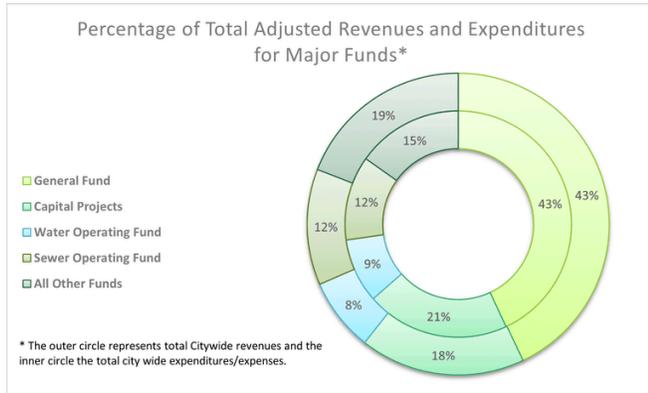
Fiduciary Funds

The City fiduciary funds are made up of the private purpose trust fund as well as the Custodial Fund. The private purpose trust fund that accounts for all the assets, liabilities, and financial activities of the Successor Agency to the City's former Redevelopment Agency that was dissolved effective February 1, 2012. The Custodial Fund is the South Sonoma Business Park Assessment District, which facilitates a special assessment debt service charged to landowners for the financing provided to develop the business park.



Identification of Major Funds

In line with GASB 34, the City defines major funds as funds whose revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) are at least 10 percent of the corresponding totals for all governmental or enterprise funds and at least 5 percent of the aggregate amount for all governmental and enterprise funds. Any other fund may be reported as a major fund if the government's officials believe that the fund is particularly important to financial statement users.



City's Budget Major Funds

The City reports the following **major** governmental funds:

The **General Fund** is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The **City Capital Projects Fund** consists of various types of financial resources that are utilized to build, renovate, or purchase equipment, property, facilities, including buildings, parks, information technology systems and non water/sewer infrastructure and which are to be used to benefit the public.

The **2022A Streets Projects** consists of special lease bond funds to be used on streets improvement projects.

The **Lease Debt Service Fund** is a new debt service fund established to refund the unfunded pension liabilities.

The City reports the following **major** proprietary funds:

The **Water Fund** accounts for the operations of the City's water treatment and distribution system.

The **Sewer Fund** accounts for the operation of the City's wastewater collection activities.

Budget Development

The budget is the City's financial plan for delivering effective services and efficiently managing the revenues which support those services. It is an essential component of the City's process for financial planning, management, and control. The budget is a plan of revenue and expense activities for the fiscal year and is intended to provide a clear, concise, and coordinated financial program to attain the City's goals and objectives. Revenue estimates are derived using historical and economic data on the state and local levels.

The budget is also developed based on the following:

- The community and City Council's priorities are identified through annual strategic planning and budget workshops.
- Service level prioritization, as identified by the City Manager
- Availability and sustainability of revenues
- Legal mandates
- Prioritized capital projects

Responsibilities

- The Director of Administrative Services has the overall administrative responsibility for planning, coordinating, analyzing, preparing, and issuing the budget.
- Each Department Director is responsible for preparing and submitting the budget for the department and its subsidiary divisions in accordance with the budget instructions.
- The City Manager, in close consultation with the department directors, is responsible for making the final determination of the proposed budget to be submitted for approval to the City Council.
- The City Council is responsible for setting the City's priorities and approving the annual operating budget.

Budget Adoption - Resolution 2024-36

**RESOLUTION NO. 2024-36
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COTATI ADOPTING
THE FISCAL YEAR 2024/25 BUDGET, INCLUSIVE OF THE 5 YEAR CIP**

WHEREAS, the City Council had previously held duly noticed study sessions on February 20, April 2, and May 13, 2024, and provided the opportunity for and received public comments on the Fiscal Year 2024/25 Proposed Budget; and

WHEREAS, the Planning Commission reviewed and found the 5 year CIP in conformance with the City's General Plan at the April 15, 2024 Planning Commission meeting; and

WHEREAS, adoption of a budget prior to the beginning of the new fiscal year is required to ensure the uninterrupted operation necessary for City services; and

WHEREAS, the action of adopting an annual budget does not constitute a project as defined by California Environmental Quality Act ("CEQA") and CEQA Guidelines Section 15378; therefore, no environmental review is required.

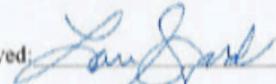
NOW THEREFORE BE IT RESOLVED, that the City Council of Cotati:

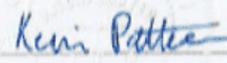
1. Adopts the proposed budget for Fiscal Year 2024/25 as the effective budget as of July 1, 2024.
2. Authorizes the City Manager to make expenditures and enter into agreements conforming to this Budget and to adjust between various accounts within each budget department and fund, limited to the total amount budgeted for said department and/or fund.
3. Authorizes unexpended appropriations from the Fiscal Year 2023/24 budget to be carried forward to the next fiscal year, provided the funds have been previously encumbered for a specific purpose, or apply to authorized but uncompleted capital projects.
4. Amends the current year budget, Fiscal Year 2023/24, to equal the estimated actuals for the current year.
5. Authorize the City Manager, or their designee, to make minor typographical (non-financial) edits as may be required for budget award application.
6. This Resolution shall take effect immediately upon adoption.

IT IS HEREBY CERTIFIED that the foregoing resolution was duly adopted at a regular meeting of the City Council of the City of Cotati held on June 25, 2024, by the following vote, to wit:

RESULT: ADOPTED [UNANIMOUS]
MOVER: Susan Harvey, Councilmember
SECONDER: Sylvia Lemus, Councilmember
AYES: Sparks, Ford, Harvey, Lemus, Rivers



Approved: 
Mayor

Attest: 
Kevin Patterson, Deputy City Clerk

Approved as to form: 
City Attorney

Budget Timeline

From October to December, the City Manager and Director of Administrative Services hold a series of planning meetings to analyze financial performance as of Mid-Year as well as determine preliminary budget guidelines for the upcoming fiscal year. The schedule below is the summary of the public planning and reporting meetings for the current budget cycle.



Jul 1, 2024

Budget Installed for Fiscal Year 2024/25
Estimated Budget revised for Fiscal Year 2023/24

Cotati's Budgeting Process Video

Check out our video on **What is a City Budget** [?](#)



Budget Development Process

Preparing the Budget

The budget development process is the formal method through which the City establishes its program priorities, goals, and service levels for the upcoming fiscal year. Through the budget development process, programs are established, service levels are expressed, performance measures are articulated, and resources are identified.

The City of Cotati prepares a "line item budget." The intent of this format is to provide the City Council with summarized yet detailed budget information by department. At the same time, the overall focus of the budget is on policy direction and departmental activities, with emphasis on the level and cost of each City service, what services are being proposed, and the effect of these activities on general public welfare.

From October to December, the City Manager and Director of Administrative Services hold a series of planning meetings to analyze financial performance as of Mid-Year as well as determine preliminary budget guidelines for the upcoming fiscal year. Following these planning meetings, the budget calendar is developed. The budget calendar provides a time frame for the planning and preparing of the City budget.

From January through February, the Administrative Services Department drafts the budget guidelines, instructions, supporting materials, and establishes and assigns digital department budget workbooks within the ERP system. These budget guidelines include; new budget policies for the upcoming fiscal year, department digital reports with historical actual and proposed operating revenue and expenses, and departmental variance analysis (actual year to date versus budgeted financial activity) and forecast analyses. Based on policy direction provided by the City Council through the City Manager, departments prepare their budget requests for the City Manager's review. As needed, the Administrative Services Department provides technical assistance to the department staff involved in preparing budgets for their departments. When the department budgets are completed, the department director reviews them and digitally submits them for review to the Administrative Services Department.

Simultaneously, the Administrative Services Department generates budgets for non-departmental budget items including all personnel salaries and benefits as well as nondepartmental contract services. Additionally, the Department of Public Works and Engineering updates their projections and timing of the multi-year capital project program.

The Administrative Services Department compiles the departmental budgets and adds the non-departmental budget items and salaries and benefits costs into a draft line item budget rolling up to a single City-wide budget. With the departmental input, the Administrative Services Department performs an initial analysis comparing all revenue and expenditure projections for reasonability and to ensure that they adhere to the budget guidelines and that no category has been overlooked. Using the consolidated budget, the Administrative Services Director, City Manager and Director of Public Works and Engineering run capital project funding scenarios based on the proposed multi-year capital project program. Once a scenario is reached that allows for appropriate fund reserves and compliance with City objectives, the proposed transfers of funds for meeting the funding needs for capital projects is then added to the compiled City-wide budget.

The City Manager, Director of Administrative Services, and Department Directors meet between March and the end of April to review the draft digital budget, make necessary adjustments, and determine which of the proposed new programs will be presented to the City Council for adoption. These meetings are an opportunity for each department and division to present their proposed budget and their justifications for new programs, and to enhance the City Council's knowledge of operational needs to meet City objectives. The Administrative Services Department confirms the results of the digital budget workbooks and recommendations for the City Manager's approval.

From May through June, the City Manager presents the final recommendations to the City Council as the Proposed Budget. The City Council's review includes citizen's input at public hearings and budget workshops. Upon completion of the review and all budget modifications, the budget is adopted by resolution of the City Council. The Council also adopts the City's appropriations limit in conformance with the California Constitution, Article XIIIb.

Continuous Budget Monitoring

Once in place, the adopted budget becomes the main internal control document used to monitor and manage the City's financial position. Monthly Revenue and Expenditures Reports are provided to department directors indicating revenue and expenditures for the month and year to date. This data is intended to help department directors control expenditures and track revenue. Department directors review the reports and investigate significant variances between actual revenues and expenditures and the budget projections. During this review, additional fund requirements may be



identified for specific items or projects that were unforeseen at the time of initial budget adoption. Accordingly, recommendations for additional appropriations are considered by the City Manager, submitted for approval to the City Council, and adjusted within the budgetary software by the Administrative Services Department.

Generally, the budget is formally amended at mid-year and at year-end. Additional appropriations, which were approved during the year, are added to the Adopted Budget and presented to the City Council as the Amended Budget. After Council's review, the Amended Budget is adopted by resolution.



Budgeting 101 FAQ's

WHAT IS A MUNICIPAL BUDGET?

A municipal budget is a legally required management and planning tool to forecast expenditures and revenues the City will incur in the upcoming fiscal year. It is neither actual revenue nor actual expenditures, but a tool to plan for the desired level of expenditures with the expected level of revenue. The budget is constantly monitored throughout the year to make adjustments so that at the end of the year the budget is in balance.

WHO DEVELOPS THE CITY BUDGET?

Each year the City Council and City staff work together to develop an Annual Budget with public input through a series of public strategic planning and budget workshops in the spring. While the Budget is being created, all parties must make decisions on how to utilize the finite amount of revenue that the City receives in order to produce the greatest benefits for the citizens.

WHAT DOES THE CITY BUDGET DO?

The Budget serves as a guide and an outline of how the funds should be spent to provide, maintain, and improve services to the City. The City Council, City staff, and the public all serve as participants in its creation and execution. The City is limited by the number of resources available, and as such, the Budget aids officials in determining which objectives have the highest priority and will produce the greatest positive impact on the community. Budgets are also created for linking near-term goals with available resources while keeping in mind long-term goals and resources.

HOW IS THE BUDGET CREATED?

The budget is created by first establishing the goals and priorities for the City as determined by the Council during annual strategic planning meetings with City staff and the public. Once these goals are determined, a draft is created to accomplish those goals and priorities. Actual expenses and revenues from past years are also analyzed and reviewed to aid in forecasting expenses and revenues. The draft Budget is then discussed in a series of public workshops to receive additional input from the City Council and the public. The Budget must be formally adopted by the City Council by June 30th each year. Once the City's budget is adopted by the Council, the budget becomes an essential oversight tool in the city's operations.

WHAT IS A CAPITAL IMPROVEMENT PLAN?

A multi-year capital improvement plan is a plan created by the City to identify needed construction projects and equipment purchases. This plan provides a timetable for construction phases as well as requirements for funding sources. The multi-year capital improvement plan includes City projects such as park improvements, street pavement maintenance, sewer and water system improvements, traffic signal and street lighting installations, and City facility construction or improvement.



Basis of Budgeting

A municipal budget is a legally required management and planning tool to forecast expenditures and revenues the City will incur in the upcoming fiscal year. It is neither actual revenue nor actual expenditures, but a tool to plan for the desired level of expenditures with the expected level of revenue. The budget is constantly monitored throughout the year to make adjustments so that at the end of the year the budget is in balance.

The budget is prepared in accordance with Generally Accepted Accounting Principles. The budgets for all funds have been prepared on a modified accrual basis. The modified accrual basis recognizes expenditures at the point in time when the related fund liability is incurred, not necessarily when the liability is actually paid. Revenues are recognized when they become both measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Each fund is estimated prior to the end of the fiscal year utilizing the same basis of accounting that is used for the same fund within the final audited financial statements once the Fiscal Year is closed.



Financial Policies Summary

Financial policies are essential and central to a strategic, long-term approach to financial management of the City by the elected officials and staff. Financial policies also create and define a shared understanding of how the City will develop its financial practices and manage its resources to provide the best value to the community and provide structure, boundaries and limits on the actions City staff may take. The formal adoption of financial principles and policies promotes public confidence, enhances transparency and provides continuity over time.

The financial policies provide a structured, central repository for a variety of fiscal policies and are organized into the following categories including; General Financial Principles, Annual Operating Budget Policy, Capital Improvement Program, Revenues, Expenditures, Cash Management, Debt Management, Fund Balances, Financial Reporting, and Review and Updates. Additional financial policies that are approved separately from the financial policies include; the Reserve Policy, Investment Policy, Unfunded Accrued Liability Management Policy, Purchasing Policy and Capital Asset Policy. Please see the full financial policies attached below or on our city website [here](#).

Reserve Policy

The Government Finance Officers Association (GFOA) recommends that city governments maintain an unrestricted General Fund balance of no less than 2 months of regular General Fund operating revenues or regular General Fund operating expenditures. This amounts to 16.7% of either General Fund operating revenues or regular General Fund operating expenditures. The reserve policy adopted by the Cotati City Council maintains a minimum of 25% of the annual operating expenses, thus exceeding the GFOA recommendations. This policy ensures there are funds available for significant, unanticipated events since these reserve funds can only be used with a majority vote of the City Council, and for specific circumstances (see Cotati Financial Policies attachment below, pdf pages 15-17).

Investment Policy

The Investment Policy of the City guides investment of public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the City, while conforming to all state and local statutes governing the investment of public funds (see Cotati Financial Policies attachment below, pdf pages 18-33).

Unfunded Accrued Liability Management Policy

The Unfunded Accrued Liability Management Policy was added to the City in order to add fiscal discipline and promote future financial stability. This policy developed budgetary actions to facilitate accelerated payoff of future Unfunded Accrued Liabilities (UAL) and is structured to ensure that all pension funding decisions are structured to protect both current and future taxpayers, ratepayers, employees and residents of the City (see Cotati Financial Policies attachment below, pdf pages 34-35).

Purchasing Policy

The City Purchasing Policy outlines the purchasing procedures that apply to all City purchases, including proper procurement, competitive bidding, contract services, recycled products and local vendor preference, credit card management, and emergency exemptions (see Cotati Financial Policies attachment below, pages pdf 45-70).

Capital Asset Policy

The Capital Asset Policy conveys the proper and approved financial treatment of expenditures for assets, and establishes thresholds in financial reporting. In addition, the asset policy defines specific controls over the safeguarding and maintenance of all assets in order to reduce the risks of loss through theft or mismanagement (see Cotati Financial Policies attachment below, pages pdf 71-83).

Summary

These policies will be updated periodically, but are designed with a long-term perspective and provide the basic framework and road map for addressing a wide variety of financial and economic conditions that the City will encounter. A fiscal policy supports long-term planning and enhances the City's effectiveness in implementing long-term strategies to deliver efficient services to the public. See the attachment below for copies of the adopted financial policies and financial procedures in place for the City of Cotati as of May 23, 2023 and updated as of June 25, 2024. The full document is also available on the City website [here](#).



GFOA Budget Award

The City of Cotati staff are the proud recipients of their fifth consecutive Distinguished Budget Awards from the Government Finance Officer Association (GFOA) and the California Society of Municipal Finance Officers (CSMFO).

This represents a significant achievement by the City and reflects the commitment of the City Council and staff to meet the highest principles of governmental budgeting. In order to receive the budget awards, the City had to satisfy nationally recognized guidelines. These guidelines are designed to assess how well an entity's budget serves as:

- a policy document
- a financial plan
- an operations guide
- a communications device



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

**City of Cotati
California**

For the Fiscal Year Beginning

July 01, 2023

Christopher P. Morrill

Executive Director

CSMFO Operating Budget Excellence Award

California Society of Municipal Finance Officers (CSMFO) is California's premier statewide association that promotes excellence in financial management through innovation, continuing education and the professional development of its members. The CSMFO Budget Awards Program is designed to recognize those agencies that have prepared a budget document that meets the highest criteria and standards applied to municipal budgeting.



BUDGET OVERVIEW



Executive Overview

This overview provides a summary of the significant budgetary items and trends for the City of Cotati as of budget adoption. As this is a summary, users of the budget should also refer to detailed information as provided within the fund and department summary pages. The City additionally provides a budget in brief document as a very high level summary of what is going on in our City right now and the financial implications.



Economic Outlook & Intergovernmental Considerations

Just over four years ago, the World Health Organization declared the COVID-19 outbreak a pandemic. Subsequently, in 2022, the economic environment was significantly impacted by the start of the Russia-Ukraine war and global inflation. In 2023, the US watched the collapse of three large banks, First Republic Bank, Silicon Valley Bank and Signature Bank, which were the largest banking failures since Washington Mutual in 2007-2008. Additionally, the US Treasury Curve remained inverted with the short term rates increasing and long term rates declining. Looking to 2024, economists are stating the economy does not indicate a coming national recession but rather decreased slow growth through 2024 and into 2025.

Global

The World Economic Outlook ¹ provided in April 2024 projects slow stable growth worldwide of 3.2% in both 2024 and 2025, consistent with 2023. However, they are also projecting that the growth five years from now will also be the similar 3.1%. Throughout the study, the IMF points out that the global economy has been surprisingly resilient, despite significant central bank interest rate hikes to restore price stability. However, the pressures to stem inflation has led to, "a slowdown in private capital formation further precipitated the growth slowdown. Absent policy action or technological advances, medium-term growth is projected to fall well below prepandemic levels. To bolster growth, urgent reforms are necessary to improve resource allocation to productive firms, boost labor force participation, and leverage artificial intelligence for productivity gains. Addressing these issues is critical, given the additional constraints high public debt and geoeconomic fragmentation may impose on future growth." ¹

Other critical changes for the global economic future is expected to come from the emerging countries around the world, primarily China. "The emerging markets of the Group of Twenty (G20) now account for about 30 percent of global economic activity and about one quarter of global trade. At the same time, these economies have become increasingly systemic through their integration into global value chains (GVCs), with the potential to move global markets. This implies that spillovers to growth from shocks originating in these economies,...can have far greater ramifications for global activity." ¹

All these factors continue to dominate the ongoing uncertainty surrounding the global, national, and local economic outlook.

National

According to the non-partisan Congressional Budget Office (CBO) economic outlook for 2024-2034³, the national economy for 2024 **is expected to have growth** slows as unemployment increases, partly as a result of tight monetary policy. Real (inflation-adjusted) GDP growth accelerates in 2025 after the Federal Reserve responds to weaker economic conditions in 2024 by lowering interest rates.

The GDP increased by 5.4% and 0.7% in 2021 and 2022 respectively compared to the increase of 3.1% in 2023. Primary changes in the GDP were increases in consumer spending and exports and offset by residential investment and federal government spending. To address pent-up inflation, the Federal Reserve initiated fiscal policy to increase interest rates and has continued to retain the rates at a higher rate. Inflation is slowly finding new equilibrium in the 2.2% to 2.7% per annum range, and the Forecast expects the Federal Reserve to take a neutral stance while economic growth rebounds to trend rates next year. Historically, interest rates in the United States averaged 5.42% from 1971 until 2023, reaching an all-time high of 20.0% in March 1980 and a record low of 0.25% in December 2008. As of June 2024, the national interest rate is 5.5%⁵.

Nationally, the unemployment rate has slowly increased to 4.0% as of May 2024 ⁴. According to the CBO⁵, the unemployment rate will rise to 4.4 % by the fourth quarter of 2024, reflecting the slowdown in economic growth. In later years, the unemployment rate ranges from 4.3 percent to 4.5 percent. According to the US Bureau of Labor Statistics in the month of May 2024, employment continued to trend up in several industries, led by health care; government; leisure and hospitality; and professional, scientific, and technical services.⁴ The US Bureau of Labor Statistics also shares income information on a national level. As of April 2024, personal income increased \$65.3 billion (0.3 percent at a monthly rate) and disposable personal income (DPI) (personal income less personal current taxes) increased by \$40.2 billion (0.2 percent). The increase in current-dollar personal income in April primarily reflected increases in compensation, personal income receipts on assets, and government social benefits to persons.⁶

Beacon Economics summarized their projection of the US Economy for 2024 as follows, "The economic reality today is that the United States will almost assuredly experience a reasonable pace of GDP growth in 2024, led by solid growth in consumer demand. Labor markets will remain tight, industrial production will be steady, and long run interest rates will likely stay in the same range they've been in for the past year. In many ways 2024 will look a lot like 2023 with a solid, moderately expanding economy."⁷

State



"As goes the U.S. economy, so goes California's. As big an economy as California is from a global perspective (5th or 6th depending on how you count it), the state still accounts for less than 15% of total U.S. output. As such, good economic conditions at the national level will keep California's economy moving as well. The key question revolves around the quality of that growth.⁸" The qualitative major factors for the state appear to be housing production and the state budget deficit. The most immediate issue facing California is its massive budget deficit, which is running somewhere between \$35 and \$70 billion. While this does not have a direct impact on the state economy, it could impact the regional and city economic future if the State chooses to supplant the deficit with reductions in grants or other passthrough funds made to the local governments.

For Californian homeowners, monthly payments for a newly purchased mid-tier homes have increased dramatically over the last couple of years. Payments for a mid-tier home were over \$5,500 a month in March 2024, an 80 percent increase since January 2020. Payments for a bottom-tier home were over \$3,400 per month, an 85 percent increase since January 2020.⁹ At the same time, the affordability of home buying has become more stratified in 2022 buyers would have to have income in excess of 2 times the median household to qualify for a mortgage of a mid-tier Californian home.

County

According to the Sonoma County Economic Development Board,¹⁰ Sonoma County's economy turned in a strong 2023, with job growth outpacing that in the state and nation by a considerable margin. On the back of a strong second half of the year, year-ago job growth closed out last year near 3%, well above both California and the U.S. average

For Sonoma County, consumer spending related to tourism is critical to the regional economy and has continued to increase during the post-pandemic. Visitor arrivals and spending will remain strong given a resilient U.S. labor market, and tourism spending on visitation to local wineries and breweries will provide another boost. Unfortunately, the region still suffers from demographic trends, specifically in housing and the aging population. Both factors are expected to contribute to a contraction in the growth. Our county continues to see an impact on the diversity of potential residents due to a combined lack of housing supply and unaffordability. Migration out of the county has been greater than migration into the county for the past six consecutive years. As the population ages and baby boomers move into retirement, there will be fewer prime-age workers to fill their jobs. Proximity to the Bay Area and economic powerhouses play to Sonoma County's advantage. However, costs in Sonoma County are high relative to other emerging tech hubs, making it a less desirable location for expansion.

As summarized by Moddy's Analysis¹⁰, "Unfortunately, weak population growth will out muscle the advantages of a high quality of life and an educated workforce, relegating the county to a slightly below-average performer relative to California."

Cotati

Our city was not unaffected by the significant economic impacts both at the regional and statewide levels. While revenues have shown some slowing subsequent to the Covid-19 rebound. We anticipate to remain stagnant for fiscal year 2024/25. This status quo is due to decreased consumer spending leading to reduction in sales tax as well as reduced water consumption continuing due to the surplus rainfall achieved again during fiscal year 2023/24. Cotati is differentiated from the region due to lack of access to tourism spending to offset losses in other spending. The City is continuing to work strategically on economic development, including (1) supporting hotel development in order to create meaningful Transient Occupancy Taxes (TOT) income and bring visitors into local Cotati businesses to support our existing business community, (2) supporting the continued development of the cannabis industry in Cotati, which will provide new revenue through the local cannabis business tax, and (3) focusing on economic development in key areas of the City to support existing businesses and promote new development in the Northern Gateway and Highway 116. This will make the city more resilient and aligned to the regional balance of economic factors as well as provide new services for residents. With this economic strategy in place, the City will be able to better serve its residents through resiliency gained with diversified stable revenue into the future.

This estimate for our budget year is consistent with our projection as presented within the prior years budget where we noted an estimated swing in consumer behavior in a return to normal. The City continues to focus on maintaining sufficient operating reserves, while securing and diversifying revenues to ensure revenue stability and to provide long term funding for priority community services and infrastructure, and debt repayments. Fiscal Year 2024/25 estimates a 2.6% increase in Citywide revenues as we rebound from this normalization in 2023/24. For more information, see the funding sources section of the budget document.

Alternatively, City expenditures have been more directly impacted by the global inflation crisis. Overall, the City is projecting continued significant increases in costs related to insurance, materials, and other professional contract services. For more information, see fund summaries pages and department summaries pages.

In order to better evaluate the City's financial position, in spring 2024, City Staff prepared and presented projections over the next 10 years for the Cities General Fund with a Long-Range Financial Forecast which is available on the City Website [here](#).

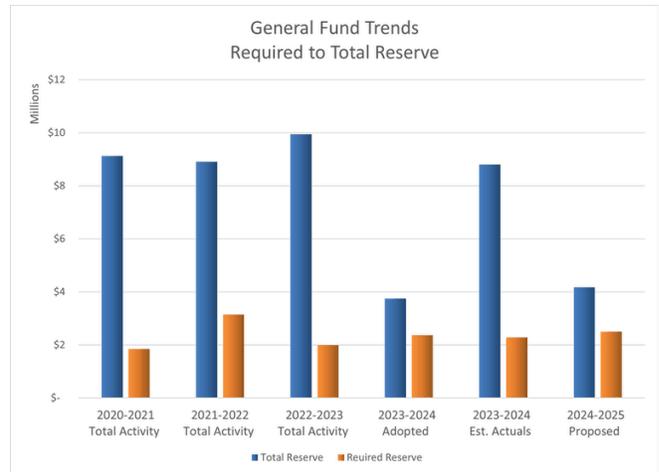
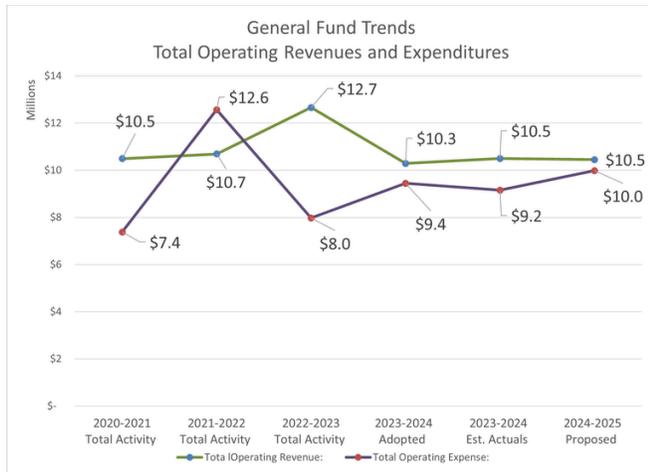


City Government Highlights & Trends

General Funds Highlights and Trends

- o Total Operating Revenues for Fiscal Year 2024/25 are budgeted at \$10.4M; a 1.6% increase over the Fiscal Year 2023/24 adopted budget and a less than 0.7% increase over the Fiscal Year 2023/24 estimated actual revenues. The increase from the adopted budget is primarily due to increased other taxes and other revenues. The difference between operating revenues and total revenues are primarily related to revenues from other sources including interfund debt service and transfers-in from other special revenues.
 - For operating revenues, most activities are static with slight increases in charges for services and property taxes with declines in other taxes which is primarily related to declines in cannabis business tax.
 - As Sales Tax and Property Tax are critical revenue streams, generating almost 80% of the total General Fund revenues, the City collaborates with third party consultants who monitor the market to generate projections.
 - The City employs conservative estimates for all revenues and specifically service fees in both public works and community development, as future development projects are uncertain at this time.
 - Further details on major revenues for the General Fund are detailed within the Funding Sources Section of the budget book.
- o Total Operating Expenses for Fiscal Year 2024/25 are budgeted at \$9.5M, a 1.4% increase over the Fiscal Year 2023/24 adopted budget and an 8.2% increase from the estimated actuals for the same fiscal year.
 - Adjusting for the one-time contribution, the budgetary increase is primarily due to:
 - General City-Wide Insurance is estimated to increase 13%
 - Staffing costs increased 3.1% based on budgeting for (1) Full Employment, (2) Negotiated MOU COLAs, (3) Scheduled Step Increases, (4) Continued Lump Sum payments to CalPERS,
 - Utilities, including electrical, water, the Internet and phone are budgeted with an increase of about 14.1% due to increased rates for these services.
 - Other changes included in the historical balances include the increase in the 2021/22 actual was due to the \$4.8M Additional Discretionary Payment (ADP) to CalPERS for the City's unfunded pension liability. It is estimated that the refunding of this debt could ultimately save the City Approximately \$2.3 million over the next 23 years.

For more information on the General Fund Revenues, Expenditures, and Fund Balances, please see the detailed fund summary page.



Enterprise Funds Highlights and Trends

Water Operating Fund

- Revenues for Fiscal Year 2024/25 are estimated to increase by approximately 3.5% over the Fiscal Year 2023/24 estimated actual results, and a 3.6% increase from the adopted budget for the same 2023/24 year. Expected changes to the revenues are the following:
 - Increased rates for both consumption and base fees as proposed to the City for approval as part of the multi-year rate study program. Water rates are determined by the cost of delivering water and maintaining infrastructure and equipment in order to properly treat and distribute water to our customers.
 - The city estimated consistent water consumption for the Fiscal Year 2023/24 which was a decrease from prior years due to conservation and continued rainfall (thus reducing irrigation).
 - Reduced development impact fees for connections to City Services as development projects have uncertain timeframes for completion currently.
- Total Expenses for Fiscal Year 2024/25 are estimated to increase by approximately 12.7.0% over the Fiscal Year 2023/24 estimated actual and 9.4% from the adopted budget for the same 2023/24 year. The primary changes between years were the following:
 - Reduced expenses related to other expense charges, specifically small tools and equipment, as well as capital costs for fixed assets.
 - Approximately 13.7% increased costs for Aqueduct Water Usage primarily due to the Water Agencies rate increase.
 - Increases in allocated costs for utilities, specifically, electricity, internet, phones as well as contract services.
 - Continued investment in conservation programs, including water audit services.
- Capital and Other Uses for the proposed budget year 2024/25 include:
 - New Interfund Debt Service Back to General Fund for UAL Contribution
 - Proposed Capital Project and Equipment Improvements:
 - SCADA Server Upgrade & Relocation - \$81,643
 - West Sierra Tank Recoating - \$838,200
 - Well 1A Maintenance Improvements - \$68,000
- Differences from the Rate Study Projections
 - Revenues, expenses, and fund balance are substantially inline with the rate study but with a fund balance that is approximately \$220K higher. This increased balance is primarily due to managed expenditures in Fiscal Year 2021/22.

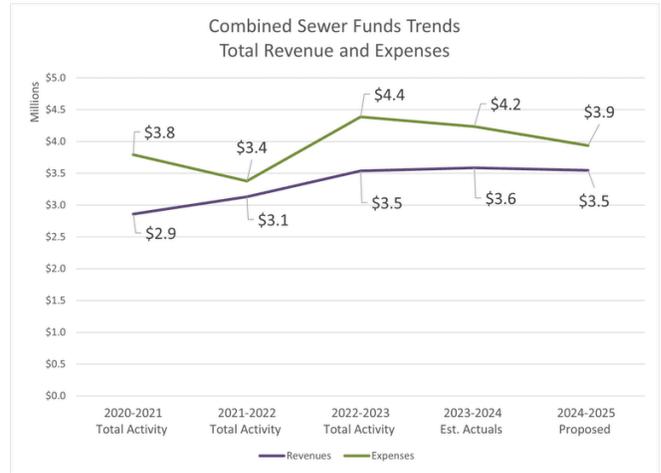
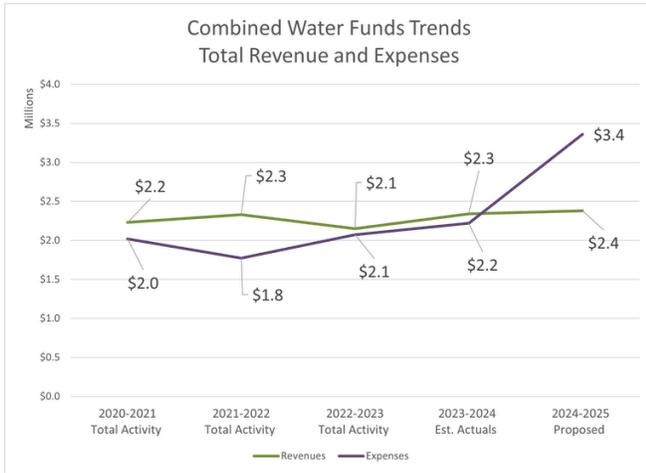
Sewer Operating Fund

- Revenues for Fiscal Year 2024/25 are estimated to increase by approximately 4.5% over the Fiscal Year 2023/24 estimated actual budget and 10.8% from the adopted budget for the same 2022/23 year. Expected changes to the revenues are the following:
 - Increased rates for both usage and base fees as proposed to the City for approval as part of the multi-year rate study programs. Wastewater rates are determined by the cost of processing wastewater and maintaining infrastructure and equipment.
 - The city estimated consistent wastewater consumption in prior years.
 - Reduced development impact fees for connections to City Services as development projects are uncertain at this time.
- Total Expenses for Fiscal Year 2024/25 are estimated to increase by approximately 4.2% over the Fiscal Year 2023/24 estimated actual expenditures and increase by less than 3.8% from the adopted budget for the same 2023/24 year. Expected changes to the expenditures compared to the prior year budget are primarily due to change in allocated expenses like insurance and tech and data contract services as well as increased costs for wastewater treatment and subregional debt service paid to the wastewater treatment plant.
- Capital and Other Uses for the proposed budget year 2024/25 include:
 - Continuing Interfund Debt Service Back to General Fund for UAL Contribution
 - Proposed Capital Project and Equipment Improvements:
 - SCADA Server Upgrade & Relocation - \$81,650
- Differences from the Rate Study Projections
 - Due to the decreased budgeted revenues and expenses, the overall fund balance remains approximately \$200K less than the Rate Study.

The City will continue to monitor the trends for both the Water and Sewer Funds against the rate study and look to updating the study if the fund balance for continued operations is projected to not meet the required 30%.

For more information on the Enterprise Funds Revenues, Expenditures, and Fund Balances, please see the detailed funds summary pages. Additionally, attached below the graphics, is the Cotati 2022 Water and Sewer Rate Study,





Internal Service Funds Highlights and Trends

- Vehicle Replacement Fund- For Fiscal Year 2024/25, the vehicle replacement fund schedules replacements to be funded by other funds in order to cover maintenance costs as well as fleet replacement. This is calculated per the vehicle replacement schedule. The City is dedicated to environmentally conscious procurement and as such will continue evaluation of appropriate fleet purchases with possible cost equivalent electric vehicles in place of the standard gas combustion replacements.
- Compensated Absences Fund – This fund was established for Fiscal Year 2019/20 to fund the payouts for compensated absences (primarily accrued employee leave and vacation time). For Fiscal Year 2024/25 we are continuing to use this fund to reduce outstanding deferred compensation unfunded liability, as well as removing this episodic expense from the annual operating budgets.

For more information please see the detailed funds summary pages.

Capital Projects Funds Highlights and Trends

- Continue to Prioritize City Infrastructure Projects
 - Street Improvements and Safety for \$3.25M
 - Park Improvements for \$2.5M
 - Buildings Revitalization \$306K
- Maximize Possible Grant Funding
- See multi-year capital improvements plan for more details.



Overview of Significant Fund Balance Changes

Overview of funds with Fund Balance Changes greater than 10% and \$20,000 in Fiscal Year 2023/24

- General Fund balance has a decrease of approximately \$3.8M or 51%, primarily due to increased investment in capital projects with \$5.0M in transfers out for Capital Projects.
- Traffic Mitigation Fund balance (Fund 205) is anticipated to decrease approximately \$146K or 91% as these development impact fees are utilized towards relevant traffic mitigation capital/streets improvements.
- Park In-Lieu Fund balance (Fund 206) is anticipated to decrease \$60K or 932% due to required transfers of funds to capital projects scheduled at City parks.
- Excess Bond Proceeds balance (Fund 219) is anticipated to decrease \$128K or 100%, based on usage for strategic investments and the Park and Ride Lot Replacement Project and other economic development projects as needed.
- Parks Measure M balance (Fund 225) is anticipated to decrease \$175K or 99% based on the use of funds for parks improvement projects.
- Compensated Absences (Fund 502) is anticipated to decrease \$44K or 5% based on the use of funds for employee compensated absences payouts.
- Water Funds 401-403 balances are anticipated to have a net decrease of approximately \$93K or 5% over the prior year. This is primarily due to capital infrastructure projects lower anticipated connection fees to be received from development projects.
- Sewer Funds 404-405 balances are anticipated to have a net decrease of approximately \$980K or 45%. This is primarily due to lower anticipated connection fees to be received from development projects, increased sewer treatment costs, and continued capital infrastructure improvements.

Fiscal Year Comparisons

For Fiscal Year 2019/20, the short term goals of the City were focused on improving its operations and transparency through a host of initiatives for the community, including a Popular Annual Financial Report (PAFR), the cable broadcasting of City meetings, and neighborhood police beats. The City Council also focused on improving its services by investing in technology like the Incode Water and Sewer billing Notifications systems, as well as other professional services contracts to create efficient building inspections and permit checks. A significant effort was also placed on improvement of vital City infrastructure, with an estimated \$4.3M in capital improvement projects, including \$3.6M in Street Construction & Improvements. This was all while maneuvering through multiple significant emergencies, including the PG&E Power Outrages in October 2019 which had the City's power out for more than 5 days during the Kincadee fire, and the continuing emergency of COVID-19.

For Fiscal Year 2020/21, we continued to focus on strategic improvements to City services to reach the community and assist during these times of extreme uncertainty. We looked for ways to strategically invest in infrastructure all while focusing on a first tier of projects that have grant matching programs, improve safety, or are relatively low cost with high benefit. Using this strategy, we were able to bid a major street project and save approximately \$1.3M compared to engineer estimates. We also continued to push forward key development and housing agenda items, including ADU ordinances and a housing survey for the City. Completion of these objectives as well as continued work on a cottage housing ordinance will place the City in a strong position for appropriate growth and development going into the future.

For Fiscal Year 2021/22, the City continued pushing forward on projects delayed during the COVID-19 crisis. Major Projects the City completed included over \$4 million in both a full rehabilitation project on the West Side of the city and street preservation programs through the 'birds' section. By focusing on reinvestment in streets over the next 5 years, the City can then transition to a maintenance program for City streets, thus reducing future costs for infrastructure significantly. The investments in these improvements would not have been accessible for the future if it weren't for another major accomplishment for the City, the significant financing strategy that was implemented in obtaining new financing for streets as well as refinancing the outstanding UAL pension debt with CalPERS. This has led to estimated future cost savings of over \$6 million. For the enterprise funds, the City performed the rate analysis which includes recommendations for adjusting the water and sewer rate schedules that are designed to provide necessary revenues to meet each utility's needs to cover operating and maintenance costs, meet debt service obligations, and support the capital projects necessary to rehabilitate and upgrade the water and sewer systems, and maintaining prudent financial reserves.

For Fiscal Year 2022/23, the City continued working on major capital projects, including over \$5 million in street rehabilitation projects and street preservation programs. Along with the major investments in streets, the City initiated its first major park revitalization program in over 10 years at our Kotate Park. City General funds were matched with over \$260K in Parks Measure M funding in Local Special Parks Sales Taxes and \$178K in Prop 68 funds from the State Grants. The City also invested \$1.0 million in Civic Center improvements, including window replacement, insulation replacement, and re-stuccoing for half of City Hall plus window replacement at the Civic Center. We are all excited about seeing the final painting of the Civic Center. For the enterprise funds, the City replaced over 1,000 liner feet which repaired defective and undersized sewer pipe on West Sierra Avenue from Olof Street to Water Road. The project is one of many identified in the City's detailed Inflow and Infiltration Study. This project was also prioritized over other repairs because of the City's Quick Strike road paving project scheduled for 2023. The City is continuing to move forward with the water line replacement on Cypress Ave, in advance of that street refurbishment project scheduled for 2023/24.

For Fiscal Year 2023/24, the City continued working on major capital projects, including over \$5 million in street rehabilitation projects and street preservation programs. Along with the major investments in streets, the City completed its first major park revitalization program in over 10 years at our Kotate Park and built our infrastructure and implemented free Wi-fi in La Plaza Park. The City continued to work on design of updates to the remaining parks and collaborated with a local baseball league to revitalize two of the City's baseball fields. With the redesign of the City Seal, construction continued on sign replacements around the City, including new two-post entry-point sign replacements with a refreshed Welcome to Cotati. With the enterprise funds, the City replaced over 1,000 liner feet which repaired defective and undersized sewer pipe on Cypress Avenue in advance of the street roadway repair project.

For Fiscal Year 2024/25, the City is going to continue focusing on the strategic objectives as set out by the City Council to support a beautiful, safe, and stable City with a transparent government.



Our Vision

Vision 1 - QUALITY OF LIFE: To preserve Cotati's rural heritage and small-town atmosphere while ensuring new development reinforces both the quality and economic vitality of the community. To maintain Cotati's urban growth boundaries.

Vision 2 - ECONOMIC DEVELOPMENT: To provide a climate that promotes existing business and encourages new businesses to locate in our community.

Vision 3 - FINANCIAL STABILITY: To become a self-reliant community with a sound economic base. To have a balanced City budget that prudently manages the City's financial resources and provides for appropriate reserves.

Vision 4 - COMMUNITY SAFETY: To protect the health and well-being of the community by partnering with our citizens to provide a safe and secure environment.

Vision 5 - INFRASTRUCTURE: To provide adequate streets, sidewalks, sewer and water systems, parks, bike paths, and public buildings and ensure they are maintained at the highest possible level.

Vision 6 - CITY BEAUTIFICATION: To enhance City Gateways and remove blighted conditions. To encourage development which reflects the City's commitment to quality design, preservation of trees and generous use of landscaping

Vision 7 - ENVIRONMENTAL CONCERNS: To work with developers and citizens to incorporate environmentally "friendly" materials and "green" building techniques in all new construction, as well as renovation projects. To continue to encourage the community to reduce, reuse and recycle.

Vision 8 - CITIZEN PARTICIPATION: To encourage citizens to become actively involved in the decision-making process and serve on City boards and commissions. To include the participation of volunteers in our community festivals and events.



Strategic Objectives

At the strategic planning sessions on February 20, 2024 as well as the Budget Study session on April 2nd the City Council finalized the following Strategic Objectives. These goals and objectives were then utilized to focus on departmental goals and projects.



Long Term Vitality

- Balanced Budget
- Economic Development
- Affordable & Appropriate Development
- Infrastructure Preservation
- Pursue Grant Opportunities



Climate Change

- Implementing the local goals in the adopted Climate Action 2020 and Beyond
- Community Outreach and Communication to adapt to climate change



Community Engagement

- Promote programs or processes to improve community awareness and participation
- Explore opportunities for neighborhood level programs



Equitable, Compassionate & Healthy Community

- Diversity is a Source of Strength
- Equity in Hiring/ Promoting/ Contracting
- Advance Equity & Health Partnerships



Best in Class Community Services

- Prioritize Community Safety
- Support High Quality Core Services
- Emergency Preparedness
- Update Regulations to Advance Priorities
- Responsive Development Services
- Participate Regionally to Benefit City
- Continually Improve Service Delivery

Strategic Projects by Department

At the City Council Strategic Planning Session on February 20, 2024, and finalized on April 2, 2024, the City Council set forth the City Wide Strategic Projects with a new format clearly linking the projects with the City Objectives. The projects as evaluated by council are shown below and are also referenced in a summary format within each department.

City Managers Office

City of Cotati Strategic Priorities Work Plan 2024-2025
City Managers Office

	= 1st Priority Proposed Projects
	= 2nd Priority Proposed Projects
	= 3rd Priority Proposed Projects

Lead/Support Priority	Strategic Projects	Strategic Goals 2024/25						Status	% Complete at End of FY 23-24	Estimated Completion	Estimated FTE
		Long-Term Viability	Address Climate Change	Best-in Class Services	Community Engagement	Equity and Diversity					
City Managers Office											
S 1	Implement Police Oversight Recommendation			X	X	X	New	-	Fall 2024	0.08	
L 1	Impact Fee Schedule Update for CPI, AB 602 (+other new laws)			X			New	-	Fall 2024	0.04	
L 1	Construct Council Chamber Audio Visual Upgrades			X	X		New	-	Fall 2024	0.08	
L 1	Personnel Rules Update			X		X	In-Progress	90%	Summer 2024	0.06	
L 1	Design Council Chamber Audio Visual System Update			X	X		In-Progress	90%	Summer 2024	0.08	
L 1	Evaluate Gas Water Heater w/ Heat Pump Replacements		X	X			In-Progress	75%	Fall 2024	0.02	
L 1	Economic Development (Cannabis, Industrial Area Zoning)	X			X		In-Progress	25%	Summer 2025	0.04	
L 1	Microgrid City Hall Complex & Corp Yard, EV Charging Evaluation	X	X	X			In-Progress	25%	Fall 2024	0.02	
L 1	1-Year Evaluation of Veterans Hall Leasing Arrangement			X	X		In-Progress	25%	Summer 2024	0.03	
L 1	Model Ordinance - Extended Producer Liability Household Hazardous Waste*	X			X		New	-	Spring 2025	0.02	
L 1	Update Social Media Policy*			X	X		New	-	Spring 2025	0.02	
L 1	Targeted Marketing/Community Outreach to raise awareness of SAFE*			X	X		New	-	Summer 2024	0.01	
L 1	Accessibility Plan			X	X	X	New	-	Spring 2025	0.02	
L 1	Organize Annual Creek Week Event*				X		New	-	Fall 2024	0.03	
L 2	Chamber of Commerce Services Agreement	X		X	X		New	-	Summer 2024	0.01	
L 2	Develop Policy on Gen. Artificial Intelligence (AI), AI Pilot, and social media			X			New	-	Fall 2024	0.02	
S 2	120 E. Cotati Avenue Re-Entitlement/Development, Housing JPA	X		X		X	In-Progress	25%	Fall 2024	0.04	
L 2	Records Digitization & Management Project			X			On Going	25%	Summer 2025	0.10	
L 2	Investigate Library Options for Cotati			X			On Going	20%	Summer 2025	0.02	
L 2	Veronda Falletti Barn Preliminary Design	X		X	X		In-Progress	5%	Fall 2024	0.04	
L 2	Emergency Operations Update	X		X			On Hold	-	Summer 2025	0.06	
L 2	Dogs in Parks Ordinance Update			X	X		On Hold	-	Fall 2024	0.02	
L 2	Follow up on Broadband Improvements, as directed by Council*	X			X		New	-	TBD	0.02	
L 3	Ordinance to Update Parks/Event Approvals Requirement			X	X		New	-	Fall 2024	0.02	
L 3	Joint Procurement Coordination/Policy Update			X			On Going	25%	Summer 2025	0.02	
L 3	Explore Youth Council*				X		New	-	TBD	0.02	
L 3	Evaluate Options for Free Wi-Fi Citywide			X			New	-	TBD	0.02	

Note: Project in red text were added during the fiscal year.

* City Council Identified Priorities, Strategic Planning Session, Feb. 20, 2024

Proposed Priority 1 FTE	0.53
Available FTE	0.01
	-0.52



Administrative Services Department

City of Cotati Strategic Priorities Work Plan 2024-2025
Administrative Services Department

■	1st Priority Proposed Projects
■	2nd Priority Proposed Projects
■	3rd Priority Proposed Projects

Lead/Support	Priority	Strategic Projects	Strategic Goals 2024/25					Status	% Complete at End of FY 23-24	Estimated Completion	Estimated FTE	Total Time to Complete Project (hrs)
			Long-Term Vitality	Address Climate Change	Best-in Class Services	Community Engagement	Equity and Diversity					
Administrative Services												
L	1	Website Dept. Page Update/New Social Media Content				X		In Process	15%	Winter 2024	0.06	128
L	1	IT Infrastructure Update	X			X		On-Going	15%	Summer 2025	0.09	192
S	1	Construct Council Chamber Audio Visual Upgrades			X	X		On-Going	5%	Fall 2024	0.07	144
L	1	New City Customer Welcome Letter (Utility/Bus. License)			X	X	X	New	-	Fall 2024	0.02	40
L	1	Cyber Security Management	X					New	-	Spring 2025	0.05	96
L	1	365 System Tools Implementation			X	X		New	-	Spring 2025	0.09	192
L	2	Business Licensing Audits/Process & System Review			X			On-Going	20%	Summer 2025	0.18	384
L	2	IBS Payroll System Updates			X			In Process	10%	Fall 2024	0.05	108
S	2	Water and Sewer Rate Review and Revenue Evaluations		X	X	X		On-Going	5%	Fall 2024	0.04	80
L	2	Deposit Account Process Review			X			In Process	5%	Winter 2024	0.05	96
L	2	Confidential File Retention Review	X					New	-	Summer 2024	0.08	160
S	2	Develop Policy on Gen. Artificial Intelligence (AI), AI Pilot, and social media			X			New	-	Fall 2024	0.09	192
L	2	Process Digitization and Automation - Paper Elimination		X	X			New	-	TBD	0.37	768
											Proposed Priority 1 FTE	0.38
											Available FTE	0.31
												-0.07

Note: Project in red text were added during the fiscal year.
* City Council Identified Priorities, Strategic Planning Session, Feb. 20, 2024

Community Development Department

City of Cotati Strategic Priorities Work Plan 2024-2025
Community Development Department

■	1st Priority Proposed Projects
■	2nd Priority Proposed Projects
■	3rd Priority Proposed Projects

Lead/Support	Priority	Strategic Projects	Strategic Goals 2024/25					Status	% Complete at End of FY 23-24	Estimated Completion	Estimated FTE	
			Long-Term Vitality	Address Climate Change	Best-in Class Services	Community Engagement	Equity and Diversity					
Community Development												
S	1	Economic Development (Cannabis, Industrial Area Zoning)	X			X		In-Progress	25%	Summer 2025	0.04	
S	1	Impact Fee Schedule Update for CPI, AB 602 (+other new laws)				X		New	-	Summer 2025	0.06	
L	1	Housing Element Program Implementation*	X	X	X	X	X	New	-	Continuous	1.00	
L	1	120 E. Cotati Avenue Re-Entitlement/Development, Housing JPA	X				X	New	-	Winter 2024	0.12	
L	1	Complete Santero Way Specific Plan Update	X	X	X	X	X	New	-	Fall 2024	0.12	
L	1	Code Efficiency Improvements	X		X	X		New	10%	Winter 2024	0.09	
L	1	ADU - Publish Grant Information/Types of Funding support*	X		X	X	X	New	-	TBD	0.04	
L	1	Full Electronic File Management Transition			X			New	-	Summer 2025	0.12	
L	1	Cottage & Plex Housing - Building Community Outreach*	X			X	X	In-Progress	20%	Summer 2025	0.06	
L	1	Housing Legislation Implementation	X		X	X		New	-	Summer 2025	0.25	
L	1	Coordinate with County on BAFHA Funding Plan Development	X				X	In-Progress	10%	Winter 2024	0.06	
L	1	Engage with County on Habitat Conservation Plan Development		X	X			In-Progress	10%	Winter 2024	0.08	
L	2	Dark Sky Lighting Ordinance		X	X			New	0%	Summer 2025	0.03	
S	2	Support CM Office Decarbonization Efforts		X				New	-	Summer 2025	0.12	
L	3	MHP Ordinance Updates (Tenant Protections)			X	X	X	New	20%	TBD	0.05	
L	3	General Plan Focused Update (Safety Element, Circulation, Social Justice)	X	X	X	X	X	New	-	Summer 2026	0.35	
L	3	Residential Street Parking Permit Program, if needed*			X	X		New	-	TBD	0.08	
		Post-Covid Economic Development Plan	X					On Hold	0%		-	
											Proposed Priority 1 FTE	2.02
											Available FTE	0.82
												-1.20

Note: Project in red text were added during the fiscal year.
* City Council Identified Priorities, Strategic Planning Session, Feb. 20, 2024



Public Works Department

City of Cotati Strategic Priorities Work Plan 2024-2025
Public Works and Engineering Department

 = 1st Priority Proposed Projects
 = 2nd Priority Proposed Projects
 = 3rd Priority Proposed Projects

Lead/Support	Updated Priority	Strategic Projects	Strategic Goals 2024/25					Status	% Complete at End of FY 23-24	Estimated Completion	Estimated FTE to complete
			Long-Term Vitality	Address Climate Change	Best-in Class Services	Community Engagement	Equity and Diversity				
Public Works											
L 1		Streets Gateway Signage	X					In Construction	70%	Summer 2024	0.02
L 1		Park and Ride Replacement	X	X				In Construction	50%	Winter 24/25	0.06
L 1		Hwy 116/W Cotati Ave Intersection Safety Improvements	X	X	X			In Design	35%	Fall 2028	0.20
L 1		Grants - Redwood Dr & Cypress Ave Pavement Rehab	X	X				In Construction	70%	Summer 2024	0.06
L 1		Engineering Asset Management, Unified Request Tracking	X		X			In-Progress	25%	Winter 24/25	0.20
L 1		Grants - Sidewalk Gap Closure Project (In Design)	X	X	X			In Design	10%	Spring 2025	0.06
L 1		Sewer SCADA Replacement - Sewer/Water	X					In Design	10%	Winter 24/25	0.20
L 1		Putnam Park Design & Improvements	X					In Design	10%	Spring 2025	0.10
L 1		Sunflower Park Design & Improvements	X					In Design	5%	Summer 2025	0.08
L 1		West Sierra Tank Recoating	X					New	-	Winter 24/25	0.10
L 1		Annual City-Wide Bicycle Pedestrian Safety Improvements Project*	X	X	X			New	-	Spring 2025	0.02
L 1		Civic Center Park Improvements Project	X					In Design	-	Spring 2025	0.03
L 1		Class 1 Pathway Maintenance & Laguna Waste Receptacle Project (Laguna Trail, Ranch Pathway)*	X					New	-	Spring 2025	0.03
S 1		Organize Annual Creek Week Event*						New	-	Fall 2024	0.01
L 1		2025 Street Improvements Project	X	X				New	-	Spring 2025	0.05
S 1		Microgrid City Hall Complex & Corp Yard, EV Charging Evaluation	X	X	X			In-Progress	25%	Fall 2024	0.10
L 1		Olaf Street Storm Drain Repair	X		X			In Design	50%	Summer 2024	0.03
L 1		West School Street Storm Drain Repair	X		X			In Design	50%	Summer 2024	0.03
L 1		Wastewater System Emergency Generator Project (Quail Hollow)	X		X			In-Progress	10%	Fall 2024	0.02
L 1		2025 Park Meadows Landscape Improvements Project	X		X			New	-	Summer 2025	0.02
L 2		Well 1A/Well 3 Treatment Renewal and Replacement	X					On Hold	5%	Winter 24/25	0.06
L 2		Water and Sewer Rate Review and Revenue Evaluations		X	X	X		In-Progress	5%	Fall 2024	0.29
L 2		Trash Implementation Plan - Phase 1	X		X			New	-	Summer 2025	0.03
S 3		Parks Veronda Falletti Ranch Barn(s) Final Design	X			X		New	-	Summer 2025	0.15
L 3		Buildings Civic Center Parking Lot Improvements	X					On Hold	-	TBD	0.02
L 3		Vegetative Management - Laguna De Santa Rosa		X				New	-	TBD	0.10
L 3		Central Traffic Signal Controller	X		X			New	-	TBD	0.08
										Proposed Priority 1 FTE	1.42
										Available FTE	2.06
											0.65

Note: Project in red text were added during the fiscal year.
* City Council Identified Priorities, Strategic Planning Session, Feb. 20, 2024



Police Department

City of Cotati Strategic Priorities Work Plan 2024-2025
Police Department

■ = 1st Priority Proposed Projects
■ = 2nd Priority Proposed Projects
■ = 3rd Priority Proposed Projects

Lead/Support Priority	Strategic Projects	Strategic Goals 2024/25						Status	% Complete at End of FY 23-24	Estimated Completion	Estimated FTE
		Long-Term Viability	Address Climate Change	Best-in Class Services	Community Engagement	Equity and Diversity					
Police Department											
L 1	Police Officer Recruiting with Focus on Equity and Inclusion*			X		X	On-Going	90%	Spring 2024	0.12	
L 1	Crisis Intervention/Police Post Critical Event Training All Staff*			X		X	On-Going	80%	Winter 2024	0.06	
L 1	Community Outreach TPA, NNO, Coffee with a Cop				X	X	On-Going	75%	Winter 2024	0.06	
L 1	Focused Vehicle, Pedestrian, Bicycle Safety/Enforcement			X	X		On-Going	60%	Winter 2024	0.17	
L 1	Implement Police Oversight Recommendation*			X	X	X	New	-	Fall 2024	0.17	
L 1	POST+ Implicit Bias and Racial Profiling, De-Escalation, Trafficking Training*			X	X	X	New	-	Spring 2025	0.24	
L 1	Records, PRA, & Analytics Training			X			New	-	Fall 2024	0.12	
L 1	Mobile Support Team & SAFE Crisis/Mental Health Training			X	X		New	-	Spring 2025	0.24	
L 1	SB2 Training and Compliance			X		X	New	-	Winter 2024	0.05	
L 1	Explore Social Media Enhancement & Outreach			X	X		New	-	Spring 2025	0.12	
L 1	Return Supervision 1 LT 2SGTs 2 Corporals			X		X	On-Going	80%	Fall 2024	0.25	
L 2	PSAP (Dispatch) Upgrade			X			On-Going	30%	Spring 2025	0.19	
L 2	Small Agency Mutual Aid Investigation Team Training			X			New	-	Spring 2025	0.26	
L 2	Industrial Area Restricted Hour Parking Ordinance	X		X	X		New	-	Spring 2025	0.08	
L 2	Wellness Grant Equipment	X		X			New	-	Spring 2025	0.04	
L 3	Evaluate "Lights On!" Project					X	New	-	Summer 2025	0.12	
L 3	Repurpose Holding Facility Infrastructure	X		X			New	-	Summer 2025	0.50	
L 3	Full Deployment of BOLA Wrap			X			On-Hold	50%	TBD	0.04	
	Mid-Year Police Report (moving to activity)					X	On-Hold	-		0.00	

Note: Project in red text were added during the fiscal year.

* City Council Identified Priorities, Strategic Planning Session, Feb. 20, 2024

Proposed Priority 1 FTE 1.60
 Available FTE 3.31
1.71



Short-term Factors

City staff continue to be cautious and responsible in developing a budget that strives to improve service levels, while developing a phased capital project plan, and preserving appropriate operating reserves. In preparing departmental budgets for the new fiscal year, department directors are instructed to analyze their departmental goals and their correlating expenditures. This process includes an evaluation of each department for possible cost savings, cost sharing, or possibilities for grants/donations.

The Administrative Services Department assisted each department with calculations of key factors that were assumed to affect each individual department's budget, including but not limited to:

- Assist in revenue estimations based on known or anticipated developments and economic factors
- Human Resources adjustments due to labor agreements, pension payments, employee turnover due to retirements, and internal position changes.
- Determining if new or ongoing contract services will have Citywide benefit, and therefore be allocated using a reasonable basis, or if the service is exclusively for a certain department and will therefore be charged directly to the lead department.
- Estimating unknown expenditures for utilities, general insurance, or legal counsel.
- Debt payments and tentative investment earnings

The 2024/25 City budget continues to recognize the need for a conservative approach to managing expenditures while providing a balance of maintaining existing high-quality programs, services and infrastructure, to best meet the goals and priorities of the City and its community partners. Additional service level changes for the individual departments are described within the departmental summary sheets and the service level changes for capital project evaluations are included within the capital improvements section.

Strengths ,Weaknesses, Opportunities, and Threats



Strengths

- Extension of Local Sales Tax
- Fund Balance Reserves
- Smaller City that is more flexible to to meet community needs
- Adapted multi-platform services to Citizens

Weaknesses

- Inflexible operating expenditures increases including Insurance and Pension Benefits
- Small City with All Functional Requirements of Large City - Limited Capacity for Special Projects beyond expanded normal operations and required reporting.



Opportunities

- Expansion of Revenue base to include TOT with future Hotel Development on Hwy 116 and Old Redwood Hwy
- Investment management program and 115 Trust can be used to leverage surplus funds to use towards future operating expenses
- Development of more inclusive processes and programs to improve Community Engagement

Threats

- Disruption of City services due to Public Safety Power Shutoffs, Fires, Earthquakes.
- Reliance on digital infrastructure that are possibly susceptible to corruption or obsolesion
- Key businesses discontinue operations within the City and cause significant revenue losses



Priorities & Issues

The budget continues to meet the prudent financial reserve goals of City Council, which calls for a General Fund operating contingency reserve of not less than 25% of the total General Fund operating budget for the fiscal year (Resolution 2009-50). The adopted budget includes a reserve level that continues to exceed this goal set by City Council. Although the current year budget continues to meet the City Council reserve policy, the City still faces some medium and longer term challenges:

Cotati's Issues

Although the current year budget continues to meet the City Council reserve policy, and Measure S was approved by voters, thus securing a vital City revenue source, the City still faces some medium and longer term challenges:

- **Economic Development:** Due to anticipated growth slowdown for Property Taxes due to the Proposition 8 recapture and insufficient diversification of revenue, the City is focused on diversifying the current sources of revenue to provide a more stable and resilient general fund. Economic development also continues to grow the local economy, adds new goods and services locally, creates new jobs and contributes taxes to support services for our community. This is complemented by General Fund reserves, which provide financial stability and allow the City to respond to changes in revenue projections, expenditure needs, and unforeseen economic erosion or expansion. Both the City Managers Department and the Community Development department are continuing to develop ongoing strategies to diversify the revenues and continue to expand the appropriate growth in line with the City's character.
- **Staffing Continuity and Succession Planning:** The City, like most local governments, struggles to obtain full employment for all positions. The issue is twofold, with first the loss of current staff, including senior employees retiring from the City or staff being recruited to move to other outside agencies. Secondly, the current hiring practices for local governments do not seem to be enough to meet the expectations of potential candidates. While full staffing is always a desire for the City, it is expected to become even more difficult to fill positions as unemployment numbers decrease. The City Managers Office continues to work with each Department Director to provide enticing promotional position information for recruiting.
- **Disaster Response:** The City has been lucky over the last decade to have not been subject to the significant losses and destruction that impacted other major areas within Sonoma County. This does not mean that we are immune. While we have made significant investments in backup systems, we must make strategic plans to address possible future catastrophic impacts from public safety power shutoffs, fire, earthquake, ongoing drought, or even technology data breaches.
- **Cannabis Business Tax** - Other regional Citys are moving to expand cannabis retail, which may negatively affect cannabis retail revenues in Cotati. Petaluma currently allows two delivery-only retailers and an unlimited number of manufacturing, processing and testing operations. Proposed changes anticipated include the addition of three storefront retailers.



Long Range Financial Plans

Although the adopted budget is an annual budget, the City is implementing tools to look beyond the one year, to make sure it can sustain operations and meet the long-term goals established in the comprehensive plan. To ensure long-term sustainability, the City's budgets follow these financial-related goals:

- Maintain an operating reserve of at least 25 % for the General Fund and 33% for the Enterprise Funds
- Continue implementing best financial practices
- Use technology to streamline and automate business practices to help keep up with the demand for services
- Contribute full funding for annual UAL pension funding and will evaluate and fully implement the unfunded liability management policy

To make sure the City is on the right financial track, the city has an objective of formalizing the Long-Term Financial Outlook that forecasts operating expenses and revenue for the next 10 years for the General Fund to correlate with the currently implemented 5 year outlook for the capital expenditures plan (CIP Schedules) for both the General and Enterprise Funds. This report is presented to the council and the public annually as a part of budget planning.

In addition to the operational outlook, a capital plan has been developed to address the needed infrastructure for the next five years. The summary of the long term capital plan summary can be found in the section after the long-term financial planning as well as within the Multi-Year Capital Improvements Section. Funding for these projects is also forecasted to make sure that the projects can be completed with no General Fund debt.

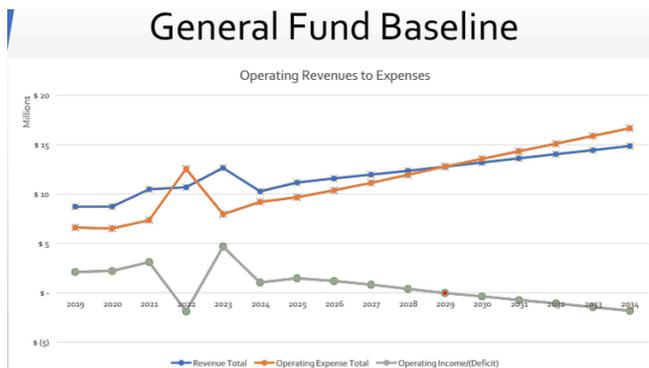
Long-term Financial Planning

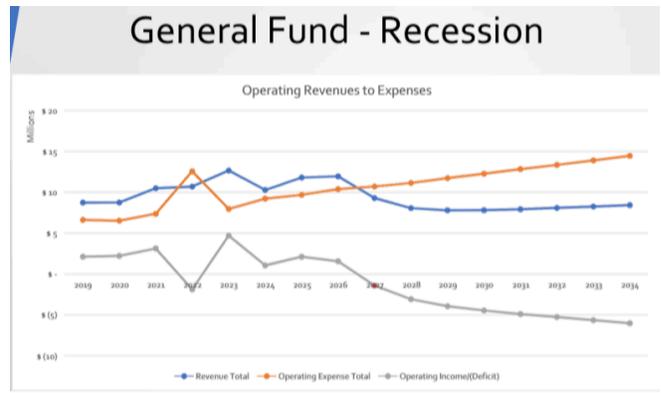
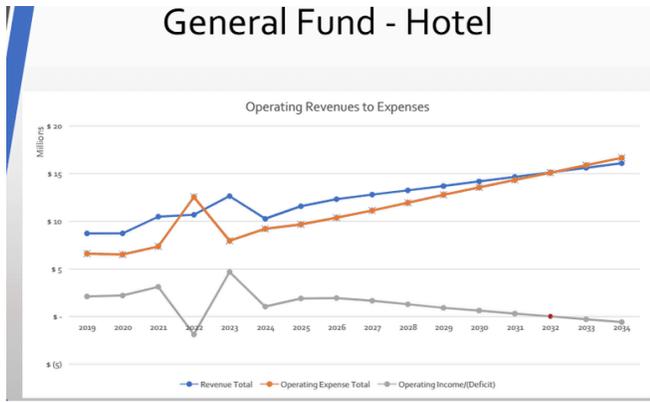
Long-term financial planning is the process of aligning financial capacity with long-term service objectives.

With this planning, the City can use simple forecasts to provide insight into future financial capacity in order to meet future objectives, including capital planning, as well as secure operations of core services in case of future instability. Generated a Long-Range Financial Forecast that evaluated three scenarios for developing plans to mitigate possible future threats to our financial standing.

Within Scenario 1 the City generated a "Baseline" status quo forecast. The second scenario was a projection of results for what it would be like if the City expanded its revenue stream with the development of a Hotel. The last scenario was a projection of the City's fund if a recession similar to the Great Recession were to recur next year. Below is a graphical summary of the effects on the General Fund under each scenario. Additionally, with the Baseline trend, we also have detail on the availability of funds to meet the five year planned capital improvement plan.

This report is primarily a planning tool to be used by the City in order to stimulate discussion making and provide focus for a long-range perspectives. Below is a snapshot of the estimated revenue and expenditure projections for 5-years for the General Fund, as well as the combined Enterprise Funds.





Long Term Capital Planning

The first step in long range capital planning is identifying community needs and desires. The City is continuing to develop ongoing capital asset life cycle replacement schedules including the vehicle & equipment replacement fund as well as preparation of the 5-year capital improvement program for both government and enterprise major infrastructure. City staff also analyze the assets that are noted for possible aging to determine when or if replacements are required. These schedules assist programming funds needed for the replacement or refurbishment of these major assets. Within the multi-year plan for capital improvements there is additional information to identify future service needs and maintenance, possible cost savings due to project implementation, as well as possible increases in revenue.

Other items that are considered when initiating major capital expenditures include the following:

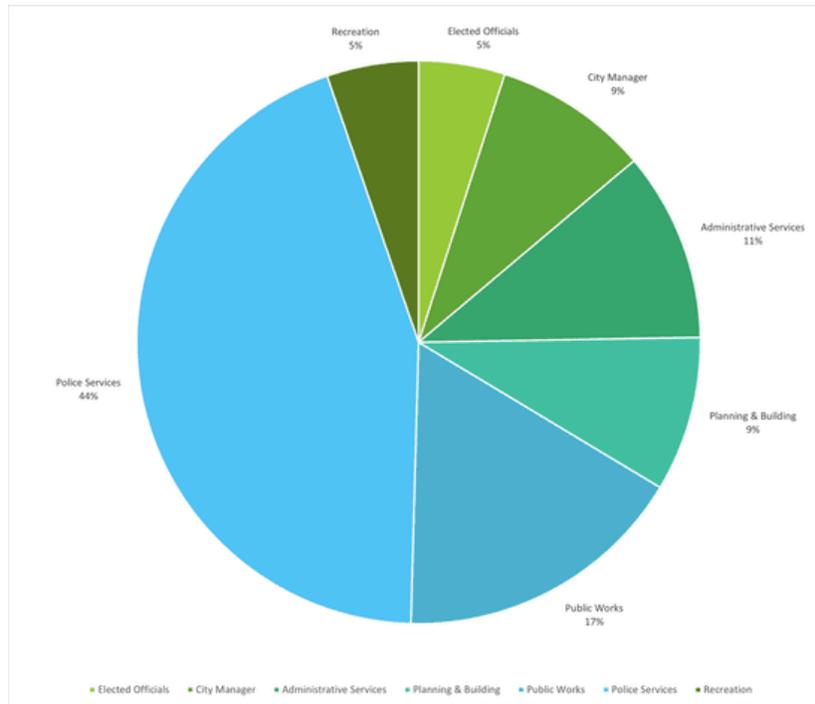
- o Do these infrastructure improvements meet economic development needs or provide great public benefit?
- o Does it meet City policy within the General Plan?
- o Did we incorporate input and participation from major stakeholders and the public?
- o Will this project provide additional revenue-generating potential?
- o What are the non-financial impacts of the project, including local and global environmental impacts?

Personnel Changes

For the Fiscal Year 2024/25 the budget continues to reflect full staffing with no new changes to staffing.

Comparative Staffing Summary

FUNCTION / DEPARTMENTS	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 23/24	FY 24/25	FY 24/25
	BUDGET	BUDGET	BUDGET	BUDGET	EST. ACTUALS	BUDGET	CHANGE
Elected Officials	2.5	2.5	2.5	2.5	2.5	2.5	0.0
Staff Positions							
City Manager	4.5	4.5	4.5	4.5	4.0	4.5	0.5
Administrative Services	4.5	4.5	5.5	5.5	5.5	5.5	0.0
Planning & Building	3.4	3.7	4.5	4.5	4.2	4.7	0.5
Public Works	9.1	9.1	9.0	8.5	7.5	8.5	1.0
Police Services	20.5	20.6	22.2	22.9	19.8	21.4	1.6
Recreation	2.7	2.8	2.7	2.7	2.7	2.7	0.0
Total Staff	44.7	45.2	48.4	48.6	43.7	47.3	3.6
Total City Officials and Staff	47.2	47.7	50.9	51.1	46.2	49.8	3.6



Staffing Detail by Department

FUNCTION / DEPARTMENT	FY 20/21 BUDGET	FY 21/22 BUDGET	FY 22/23 BUDGET	FY 23/24 BUDGET	FY 23/24		
					EST. ACTUALS	FY 24/25 BUDGET	FY 24/25 CHANGE
Elected Officials *							
Mayor	0.5	0.5	0.5	0.5	0.5	0.5	0.0
Vice Mayor	0.5	0.5	0.5	0.5	0.5	0.5	0.0
Council Members	1.5	1.5	1.5	1.5	1.5	1.5	0.0
Total	2.5	2.5	2.5	2.5	2.5	2.5	0.0
Staff							
City Manager *							
City Manager	1.0	1.0	1.0	1.0	1.0	1.0	0.0
City Clerk	1.0	1.0	0.0	0.0	0.0	0.0	0.0
Deputy City Clerk	0.0	1.0	1.0	1.0	1.0	1.0	0.0
Administrative Analyst	1.0	1.0	0.0	0.0	0.0	0.0	0.0
Senior Management Analyst	0.0	0.0	1.0	1.0	1.0	1.0	0.0
Administrative Assistant	1.0	0.0	1.0	1.0	1.0	1.0	0.0
Intern	0.5	0.5	0.5	0.5	0.0	0.5	0.0
Total	4.5	4.5	4.5	4.5	4.0	4.5	0.0
Administrative Services *							
Director of Admin. Services	1.0	1.0	1.0	1.0	1.0	1.0	0.0
Senior Accountant	1.0	1.0	1.0	1.0	1.0	1.0	0.0
Accountant	1.0	1.0	2.0	2.0	2.0	2.0	0.0
Account Clerk	1.0	1.0	1.0	1.0	1.0	1.0	0.0
Intern	0.5	0.5	0.5	0.5	0.5	0.5	0.0
Total	4.5	4.5	5.5	5.5	5.5	5.5	0.0
Planning & Building *							
Community Development Director	1.0	1.0	1.0	1.0	1.0	1.0	0.0
Senior Planner	1.0	1.0	1.0	1.0	1.0	1.0	0.0
Limited Term Senior Planner (PT)	0.0	0.3	0.0	0.0	0.0	0.0	0.0
Associate Planner (PT)	0.0	0.0	0.5	0.5	0.6	0.6	0.0
Administrative Analyst	0.4	0.4	0.0	0.0	0.0	0.0	0.0
Permit Tech	1.0	1.0	1.0	1.0	1.0	1.0	0.0
Administrative Assistant	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Planning Technician	0.0	0.0	0.5	0.5	0.6	0.6	0.0
Intern	0.0	0.0	0.5	0.5	0.0	0.5	0.5
Total	3.4	3.7	4.5	4.5	4.2	4.7	0.5
Public Works *							
Director of Public Works	1.0	1.0	1.0	1.0	1.0	1.0	0.0
Civil Engineer	1.0	1.0	1.0	0.0	0.0	0.0	0.0
Administrative Analyst	0.6	0.6	0.0	0.0	0.0	0.0	0.0
Public Works Superintendent	1.0	1.0	1.0	1.0	1.0	1.0	0.0
Maintenance Worker III	0.0	0.0	0.0	1.0	0.0	1.0	1.0
Maintenance Worker II	2.0	3.0	2.0	1.0	2.0	1.0	-1.0
Maintenance Worker I	3.0	1.0	2.0	2.0	2.0	2.0	0.0
Laborer	0.0	1.0	1.0	1.0	0.0	1.0	1.0
Engineering Technician	0.0	0.0	0.5	1.0	1.0	1.0	0.0
Intern	0.5	0.5	0.5	0.5	0.5	0.5	0.0
Total	9.1	9.1	9.0	8.5	7.5	8.5	1.0
Police Services							
Chief of Police	1.0	1.0	1.0	1.0	1.0	1.0	0.0



Lieutenant	1.0	1.0	0.0	1.0	1.0	1.0	0.0
Sergeant	2.0	2.0	3.0	2.0	2.0	2.0	0.0
Corporal	2.0	2.0	2.0	2.0	1.0	1.0	0.0
Officer	6.0	6.0	7.8	8.0	8.0	8.0	0.0
Community Services Officer	1.0	1.0	0.5	0.0	0.0	0.0	0.0
Police Service Aide	0.5	0.5	0.8	0.8	0.8	0.8	0.0
Dispatcher/Clerk	5.5	5.6	5.6	6.6	5.0	5.6	0.6
Records Analyst/Dispatcher	0.0	0.0	0.0	0.0	1.0	1.0	0.0
Reserve Officer I	1.5	1.5	1.5	1.5	0.0	1.0	1.0
Total	20.5	20.6	22.2	22.9	17.8	21.4	1.6

Recreation

Facilities/Recreation Manager	1.0	1.0	1.0	1.0	1.0	1.0	0.0
Recreation Coordinator	1.0	1.0	1.0	1.0	1.0	1.0	0.0
Recreation Leader	0.1	0.8	0.7	0.7	0.7	0.1	-0.6
Camp Director	0.2	0.0	0.0	0.0	0.0	0.2	0.2
Assistant Camp Director	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Camp Staff	0.4	0.0	0.0	0.0	0.0	0.4	0.4
Total	2.7	2.8	2.7	2.7	2.7	2.7	0.0

Total City Staff

44.7	45.2	48.4	48.6	43.7	47.3	3.6
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Total City Officials and Staff

47.2	47.7	50.9	51.1	46.2	49.8	3.6
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* Subject to allocation of labor to Enterprise and Fiduciary Funds.



Appropriations Limit

Proposition 4, approved by the voters in November 1979, added the California Constitution, Article XIII B. This article limits the level of most appropriations from tax sources that the state and most local government entities are permitted to make in any given year. The limit for each year is equal to the limit for the prior year, adjusted for changes in the cost-of-living and population plus other various adjustments as required. The first year in which appropriations limits applied to state and local governments in California was Fiscal Year (FY) 1980/81.

Establishing Appropriations Limits

"The City's limitation is calculated every year and is established by resolution of the City Council as part of the Annual Operating Budget. A City Resolution was proposed for approval June 25, 2024, establishing the City of Cotati's appropriations limit.

The City's appropriations subject to the Gann Limit total \$8,903,496, which is well below the authorized spending limit of \$19,706,102. Additional appropriations to the budget funded by non-tax sources such as beginning fund balances, grants or service charges are unaffected by the appropriations limit. Historically, the City's Annual Appropriations Limit has exceeded annual appropriations and the City projects the trend to continue into the future. As supported by historically trended data, the margin between the proceeds of taxes and an appropriations limit shows that there is little concern for the City exceeding the limit in the near future.



Calculations

State of California	
Per Capita Personal Income	
Fiscal Year	Percentage Change over Prior Year (1)
2024/25	3.62%

Fiscal Year 2024/25 Population Change	
Sonoma County	City of Cotati
Percentage Change over Prior Year (1)	Percentage Change over Prior Year (1)
-0.27%	-1.06%

$$\text{Per Capita Cost of Living Converted to Ratio: } \frac{3.62+100}{100} = 1.0362$$

$$\text{City of Cotati Population Converted to Ratio: } \frac{-0.27+100}{100} = 0.9973$$

$$\text{Calculation Factor for FY 2024/2025: } 1.0362 \times 0.9973 = 1.0334$$

Fiscal Year 2023/2024 Appropriations Limit	\$19,069,191
Fiscal Year 2024/2025 Factor	1.0334
Fiscal Year 2024/2025 Appropriations Limit	\$19,706,102

It should be noted that the Appropriations Limit applies only to proceeds of taxes, as defined by the law and statewide reporting guidelines.

Tax Appropriations Subject to the Tax Appropriations Limit

Tax Appropriations

Property Tax
Sales Tax
Other Tax

Total Budget for 2024/25

\$2,123,996
6,027,000
752,500

Total Appropriations Subject to Limit

\$8,903,496

Appropriations Subject to Limit
Fiscal Year 2024/2025 Appropriations Limit

\$8,903,496
19,706,102

Over/(Under) Appropriations Limit

\$(10,802,606)

Percentage Over/(Under) Limit

(55%)

(1) Department of Finance-Budgeting Resource Price and Population Factors Used For Appropriations Limit at: <https://dof.ca.gov/wp-content/uploads/sites/352/2024/04/PriceandPopulation2024.pdf> or here [DOF Factors](#)



Historical & Estimated Future Limits

Fiscal Year	Personal Income Change	Population Change	Growth Factor	Annual Adjustment	Appropriations Limit
Historical Appropriations Limits					
2023/24	1.0444	0.9947	1.0389	\$714,016	\$19,069,191
2022/23	1.0755	0.9847	1.0590	\$1,022,621	\$18,355,174
2021/22	1.0573	0.9899	1.0466	\$771,734	\$17,332,554
2020/21	1.0373	0.9875	1.0243	\$392,881	\$16,560,820
2019/20	1.0385	0.9960	1.0343	\$536,171	\$16,167,939
2018/19	1.0367	0.9978	1.0344	\$519,848	\$15,631,769
2017/18	1.0369	1.0050	1.0421	\$610,292	\$15,111,919
2016/17	1.0537	1.0053	1.0593	\$811,607	\$14,501,625
2015/16	1.0382	1.0084	1.0469	\$613,559	\$13,690,018
2014/15	0.9977	1.0039	1.0016	\$20,775	\$13,076,459
Future Year Estimates Appropriations Limit ⁽²⁾					
2025/26	1.0482	0.9906	1.0383	\$754,842	\$20,460,944
2026/27	1.0498	0.9895	1.0388	\$793,152	\$21,254,096

(2) Estimates calculated based on changes to both personal income and population change following a trending 5-year average.



GANN Limit Calculation Establishment - Resolution 2024-32

**RESOLUTION NO. 2024-32
RESOLUTION ESTABLISHING ANNUAL APPROPRIATIONS (GANN) LIMIT FOR
FISCAL YEAR 2024/25**

WHEREAS, in November of 1979, the California electorate did adopt Proposition 4, commonly called the Gann Amendment, which added Article XIII-B to the California Constitution; and

WHEREAS, the provisions of that Article establish maximum appropriation limitations, commonly called "Gann Limits," for public agencies; and

WHEREAS, the appropriations limit to be applied to the "proceeds of taxes" as defined by Section 7910 of the Government Code for Fiscal Year 2024/25 has been calculated to be \$19,706,102; and

WHEREAS, the City Council elects to use as the annual adjustment factors in calculating the appropriations limit, the percentage change in California per capita income and the annual population for the greater of the annual percentage change in population for the County of Sonoma or the City of Cotati; and

WHEREAS, review and adoption of this Resolution approving the appropriations limit for Fiscal Year 2024/25 was conducted at a regularly scheduled meeting in accordance with Section 7910 of the Government Code; and

WHEREAS, the documentation used in the determination of the appropriations limit was made available to the public in the City Managers Office.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Cotati:

1. Establishes the appropriations limit for the City of Cotati for Fiscal year 2024/25 at \$19,706,102.
2. This Resolution shall take effect July 1, 2024.
3. The City Manager's Office personnel shall certify the adoption of this resolution.

IT IS HEREBY CERTIFIED that the foregoing resolution was duly adopted at a regular meeting of the City Council of the City of Cotati held on June 25, 2024, by the following vote, to wit:

RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER: Susan Harvey, Councilmember
SECONDER: Ben Ford, Vice Mayor
AYES: Sparks, Ford, Harvey, Lemus, Rivers

Attest:


Kevin Patterson, Deputy City Clerk

Approved:


Mayor

Approved as to form:


City Attorney

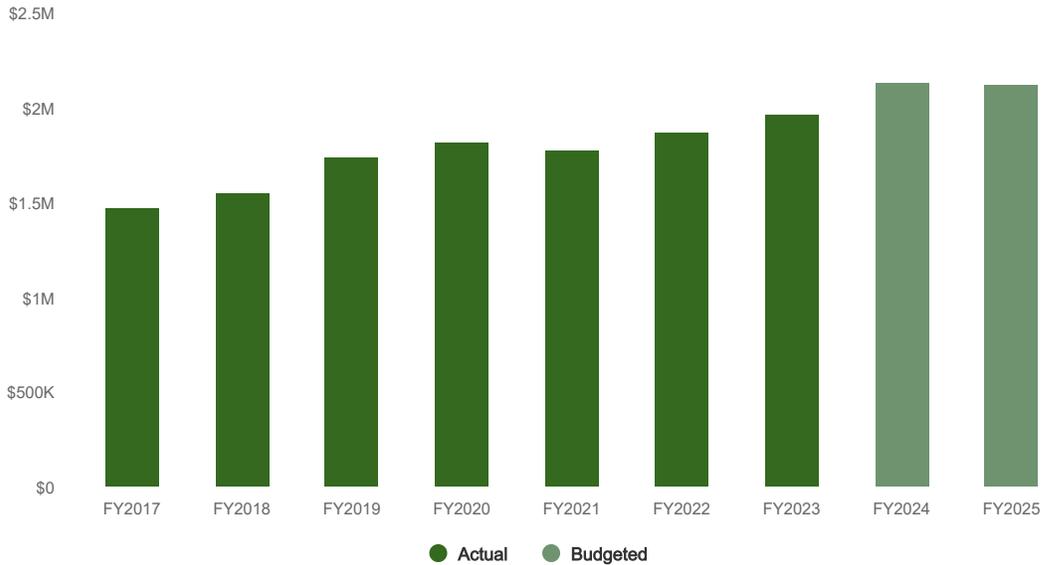
FUNDING SOURCES



Property Taxes Summary

\$2,123,996 **-\$7,762**
 (-0.36% vs. prior year)

Property Taxes Proposed and Historical Budget vs. Actual



These projected revenues for FY 2024/25 are estimated to change based on the following factors.

- o 2% Assessor’s applied CPI
- o Consistent change in the assessed value due to transfer of ownership
- o Increases due to sales of residential and commercial new developments since FY 2019/20.
- o It does not include estimates for valuations for new developments.

The estimated actual property tax receipts for FY 2023/24 have a decline of less than 1% or approximately \$80,000 from the Adopted Budget for 2023/24.

Comparing the Estimated Actuals for FY 2023/24 to the proposed budget for FY 2024/25, property tax revenues are expected to increase by approximately \$63,000 or just over 3%.

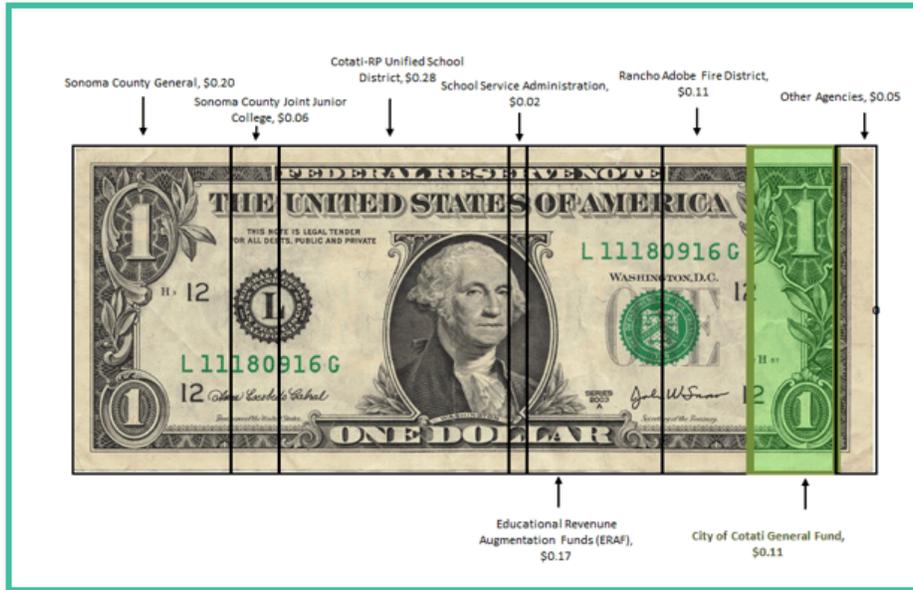


Property Tax Dollar Distribution

A property tax is a levy on the assessed value of a property. The general property tax is levied by the county equal to 1% of the assessed value, often called the 1 percent general tax levy or countywide rate. Under Proposition 13, a law approved by California voters in 1978, general property taxes (not including those collected for special purposes) are limited to 1% of a property's market value and increases in assessed value are restricted to 2% per year.

For example, for a home with an assessed value of \$500,000, the property owner would be assessed approximately \$5,000 a year in property taxes (1% of assessed value). Of the \$5,000, the city would only receive a total of \$532.50 (10.65% of the 1% assessed value) from the County. California's property taxes are collected by the County Tax Collector and are then transferred to the County Auditor for distribution to the multiple local governments.

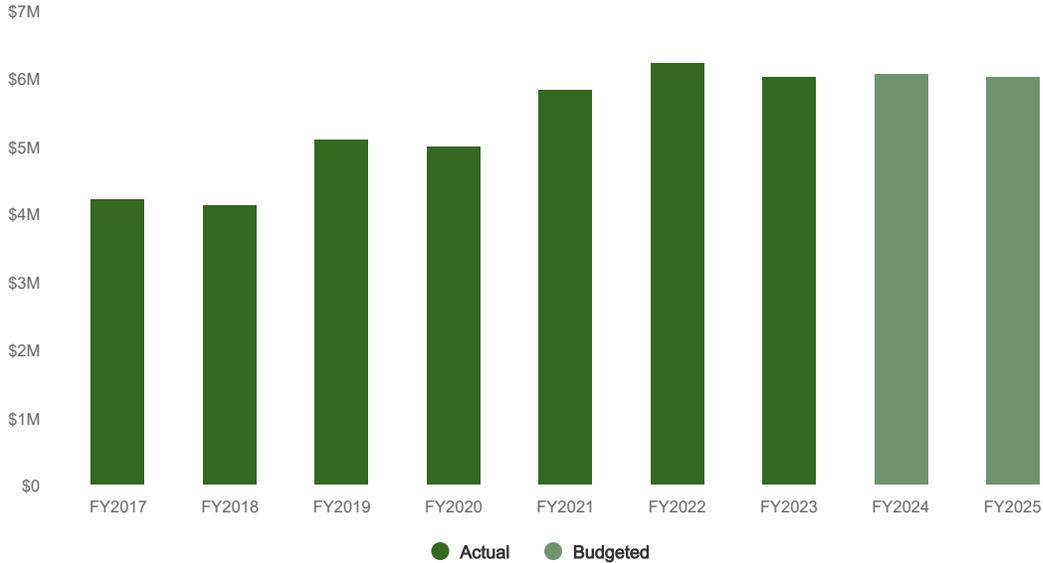
The graphic below shows where each property tax dollar paid by City property owners is allocated.



Sales Taxes Summary

\$6,027,000 **-\$57,000**
 (-0.94% vs. prior year)

Sales Taxes Proposed and Historical Budget vs. Actual



The City is projecting almost status quo revenue from Sales Taxes for Fiscal Year 2024/25 with less than a 1.0% decrease. This change is a conservative estimate based on evaluated potential economic impacts of increasing interest rates and slower consumer spending, especially on goods subject to sales tax. The city also anticipates a continued decreased volume of transactions generated through the County Pool due to the Amazon Distribution Center re-allocation of funding.

Major industry groups within the City are Building/Construction, Fuel and Service Stations, Food and Drug, the County Pool, and Restaurants.

Sales Tax Dollar Distribution

Sales tax is a tax paid on the sales of certain goods and services. Currently, the total sales tax rate in the City of Cotati is 9.50%. The City receives 2% in sales tax, with 1% Bradley- Burns and 1% Measure S. Sales tax from the Bradley-Burns levy is allocated back to the City where the sale was negotiated or the order was taken. On the other hand, the transactions and use tax, or Measure S, is allocated to the City where the goods are delivered or placed into use.

The graphics below show the breakdown of the City's sales tax:

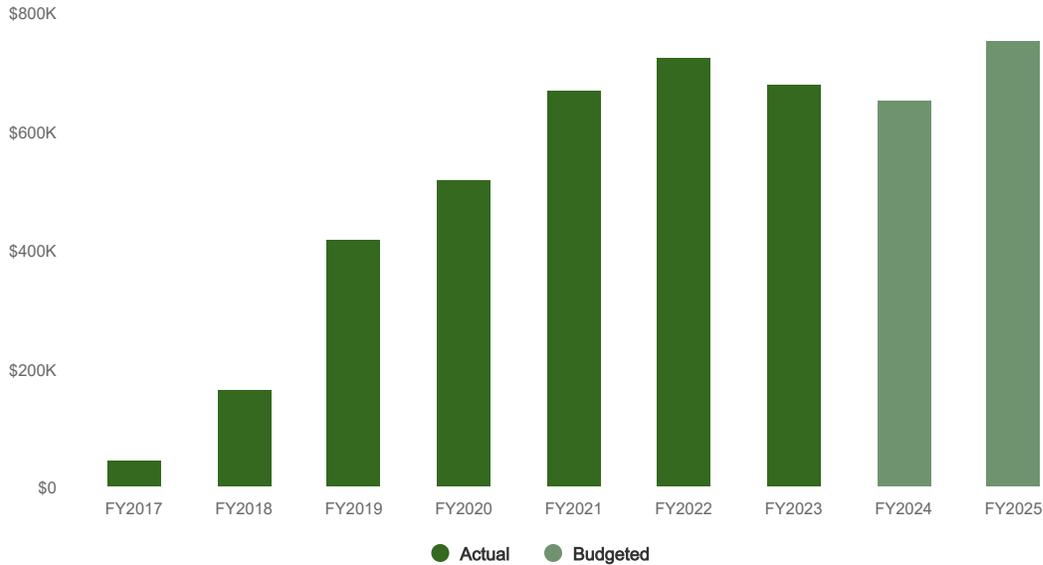
CALIFORNIA SALES AND USE TAX RATES	
State	6.00%
County Transportation Funds	0.25%
Local-City of Cotati (Bradley Burns)	1.00%
Total State-Wide Sales and Use Tax Rate	7.25%
County (SMART, Open Space, Measure M Streets, Measure M Parks, and Measure Y)	1.25%
Measure S	1.00%
Total Sales Tax Rate in Cotati	9.50%



Other Taxes Including Cannabis Business Tax Summary

\$752,500 **\$100,200**
(15.36% vs. prior year)

Other Taxes Including Cannabis Business Tax Proposed and Historical Budget vs. Actual



Other Taxes, including Cannabis Business tax, are estimated to increase due to business growth within the City. The City currently does not have a hotel subject to TOT. As such, the majority of revenues projected are for Cannabis Business Tax.

Revenues by Source

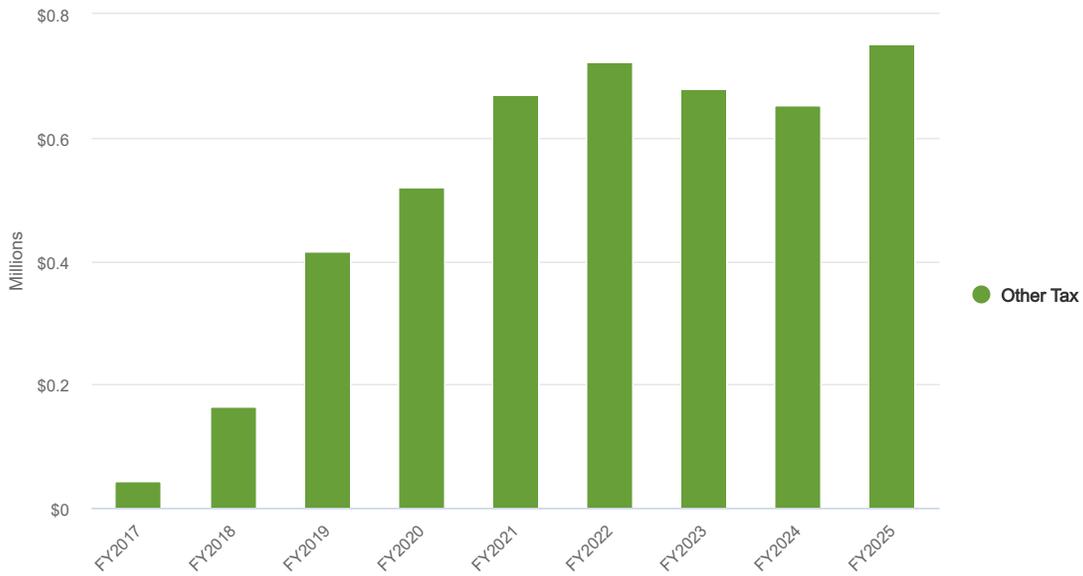
Other Taxes

Transfer tax is a transaction fee imposed on the transfer of land or real property from one person (or entity) to another. The total transfer tax for the County and City is \$1.10 (\$0.55 County / \$0.55 City) per \$1,000 of property value, minus any loans assumed in the sale.

Cannabis Business Tax is a local voter approved business tax for recreational cannabis businesses. These tax rates are based on several factors, including gross receipts, license type and business segment.

Transient occupancy tax (TOT) is a levy placed on tourists to the City, which is intended to compensate local government for the increased public service costs incurred by serving tourists. This tax is common in most of the United States, including California, and is applied to travelers when they rent accommodations (a room, rooms, entire home, or other living space) in a hotel, inn, tourist home or house, motel, or other lodging. At this time, Cotati is the only City in Sonoma County without TOT funding, due to the absence of lodging facilities.

Budgeted and Historical Revenues by Source



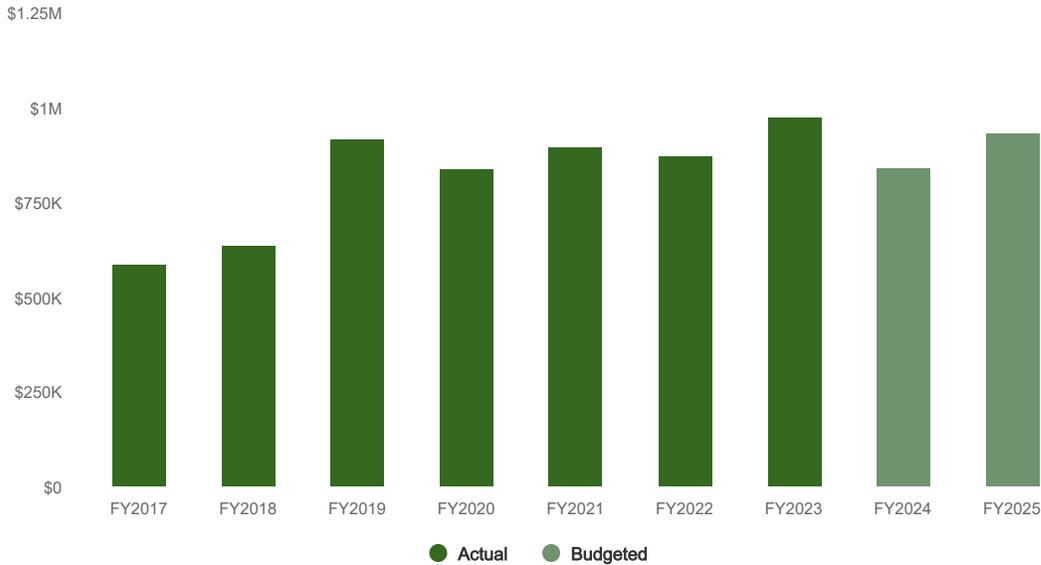
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Revenue Source							
Taxes							
Other Tax							
TRANSFER TAX	\$54,440	\$76,429	\$30,956	\$52,000	\$27,715	\$52,000	0%
CANNABIS-BUSINESS TAX	\$592,014	\$644,490	\$619,670	\$600,000	\$710,000	\$700,000	16.7%
CANNABIS-LICENSE FEE	\$1,500	\$2,750	\$3,050	\$300	\$500	\$500	66.7%
CANNABIS-APPLICATION FEE	\$21,000	\$0	\$24,886	\$0	\$2,500	\$0	0%
Total Other Tax:	\$668,954	\$723,670	\$678,562	\$652,300	\$740,715	\$752,500	15.4%
Total Taxes:	\$668,954	\$723,670	\$678,562	\$652,300	\$740,715	\$752,500	15.4%
Total Revenue Source:	\$668,954	\$723,670	\$678,562	\$652,300	\$740,715	\$752,500	15.4%



Licenses, Permits, Rents and Other Agency Fees Summary

\$930,270 **\$88,620**
 (10.53% vs. prior year)

Licenses, Permits, Rents and Other Agency Fees Proposed and Historical Budget vs. Actual



The City is projecting a slight increase in revenue from these sources. The increase from the Fiscal Year 2023/24 budget is primarily due to increased rental activity for City Facilities. The Recreation Department has been actively making the facilities available to our community.

Other increases in revenues from other agencies are primarily because of renegotiated agreements for shared services provided by the City of Cotati to Sonoma State University.

Licenses, Permits, and Franchises are subject to multiple factors for changes in revenues. For franchise agreements, increases are primarily based on negotiated contracts. Whereas Licenses and Permits are subject to rate changes as included within the City Code. These rate changes are offset by changes in consumer activity and the volume of licenses or permits applied for in a given fiscal year.



Revenues by Source

Licenses, Permits and Franchises

A business license is a tax payment to the city for doing business in that city. Cities collect fees from the business license applicants and place the majority of the fees into its general fund for the administration of city services, such as police, road work, parks and recreation and other community services that benefit citizens and businesses.

A utility franchise is a contract between a city and a utility or garbage company that outlines certain requirements for the utility to use the city's public rights of way and for the garbage company to have exclusive rights to provide garbage service. The establishment of franchise agreements between cities and utilities or garbage companies is a customary business practice and legal process outlined by the state constitution.

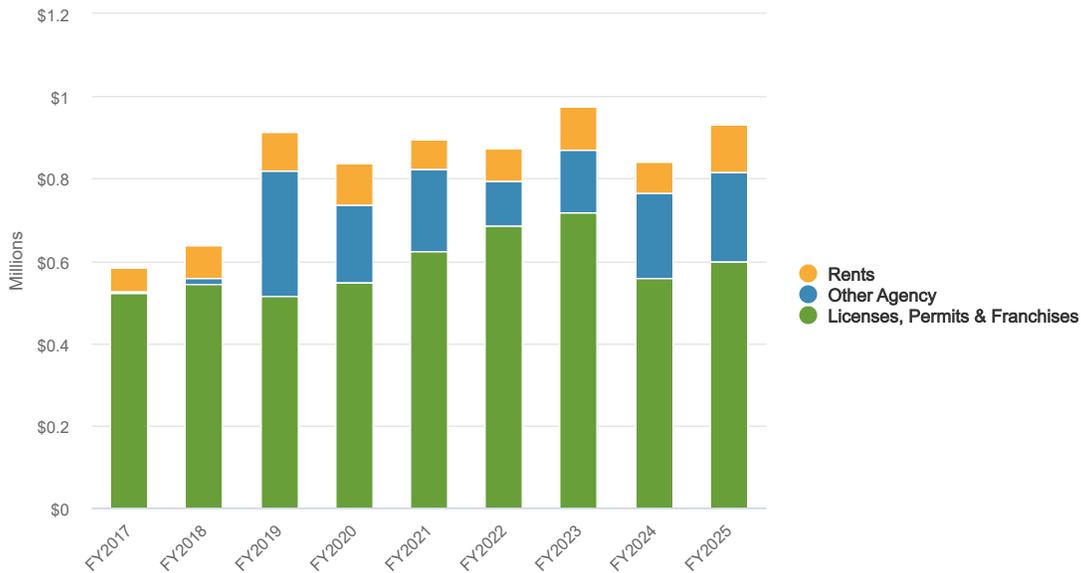
Rent

Revenue received from the rental of City-owned facilities.

Revenue from Other Agencies

These revenues are amounts received from other local and state agencies.

Budgeted and Historical Revenues by Source



Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Revenue Source							
Licenses, Permits & Franchises	\$623,563	\$686,807	\$718,840	\$556,500	\$652,079	\$597,400	7.3%
Rents	\$71,712	\$80,114	\$102,863	\$78,000	\$133,135	\$114,000	46.2%
Other Agency	\$200,751	\$107,218	\$151,897	\$207,150	\$237,415	\$218,870	5.7%
Total Revenue Source:	\$896,025	\$874,138	\$973,600	\$841,650	\$1,022,629	\$930,270	10.5%



DEPARTMENTS



City Council



Laura Sparks
Mayor

Department Description

The City Council is the five-member policy and legislative body of the City. The City Council of Cotati operates under the Council-Manager form of government, with five Council members elected at-large for staggered four-year terms.

The City Council, through the administrative authority of the City Manager, is responsible for the operation of the City, by setting policies and adopting City-wide goals and priorities. The City Council formulates policies in the form of motions, resolutions, and ordinances, which reflect the interests, needs, and priorities of the citizens and businesses of Cotati, as well as the visitors to the City of Cotati.

The City Council meets twice a month in regular session, conducts special meetings and study sessions as needed, and attends regional coordination meetings with other local government agencies.

Please find more information on City Council Public Meetings [Here](#) .

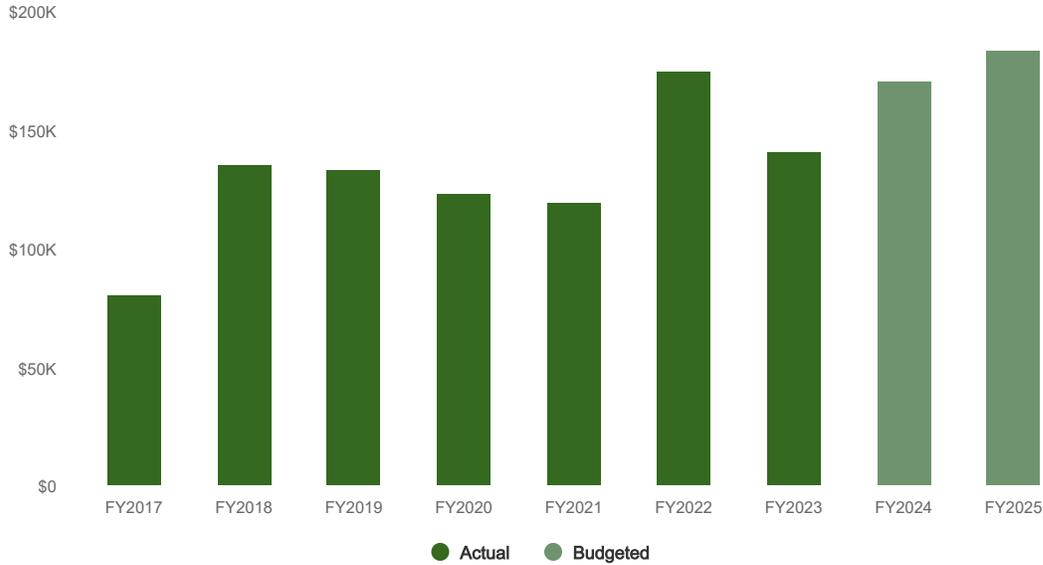


Expenditures Summary

The City Council budget reflects the costs associated with supporting the Council's activities and providing for the operations of the City. The increase in expenditures for Fiscal Year 2024/25 is primarily derived from increases in allocated services including contract professional services and insurance.

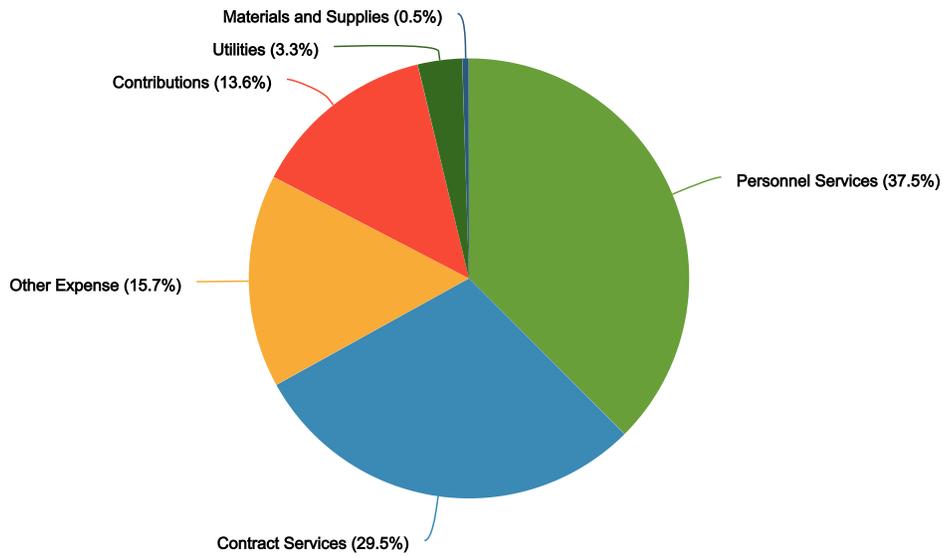
\$183,606 **\$13,149**
(7.71% vs. prior year)

City Council Proposed and Historical Budget vs. Actual

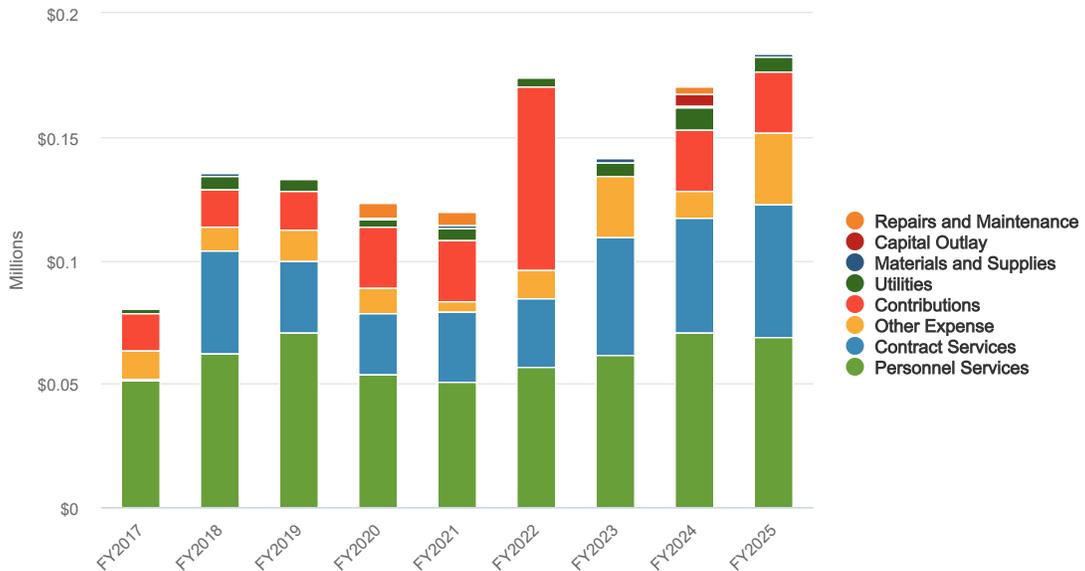


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Expense Objects							
Personnel Services	\$50,633	\$56,629	\$61,913	\$70,560	\$65,030	\$68,860	-2.4%



Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Materials and Supplies	\$1,173	\$517	\$1,362	\$668	\$1,081	\$884	32.3%
Contract Services	\$28,506	\$27,696	\$47,618	\$46,848	\$32,656	\$54,100	15.5%
Repairs and Maintenance	\$5,685	\$0	\$0	\$3,000	\$0	\$0	-100%
Utilities	\$4,438	\$3,472	\$5,448	\$8,738	\$5,770	\$6,000	-31.3%
Other Expense	\$4,488	\$11,635	\$24,809	\$10,743	\$22,236	\$28,762	167.7%
Capital Outlay	\$0	\$0	\$0	\$4,900	\$4,900	\$0	-100%
Contributions	\$24,735	\$74,684	\$0	\$25,000	\$25,000	\$25,000	0%
Total Expense Objects:	\$119,658	\$174,632	\$141,150	\$170,457	\$156,673	\$183,606	7.7%

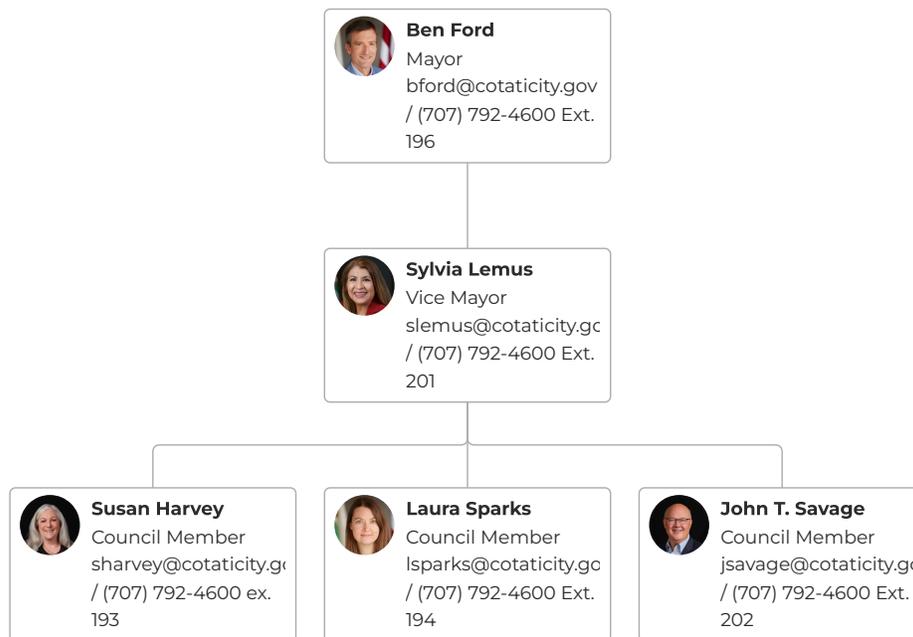
Organizational Chart

The City Council are elected by the voters of Cotati to serve four-year terms. The mayor and vice mayor is selected annually from among the City Council Members. The Mayor is charged with running the City Council meetings and the Vice Mayor will act as Presiding Officer in the absence of the Mayor. City Council adopted policy that establishes the adopted

The City Council appoints the City Manager and the City Attorney, who report directly to the City Council. The City Council also appoints the members of the City's advisory commissions and committees.

City Council Members serve on various Boards and Commissions for the City. They also serve on outside agency boards or commissions. A list of the different city boards as well as the outside agencies that council members may serve on is located [here](#).

Meet Your City Council



City Manager's Department



Damien O'Bid
City Manager

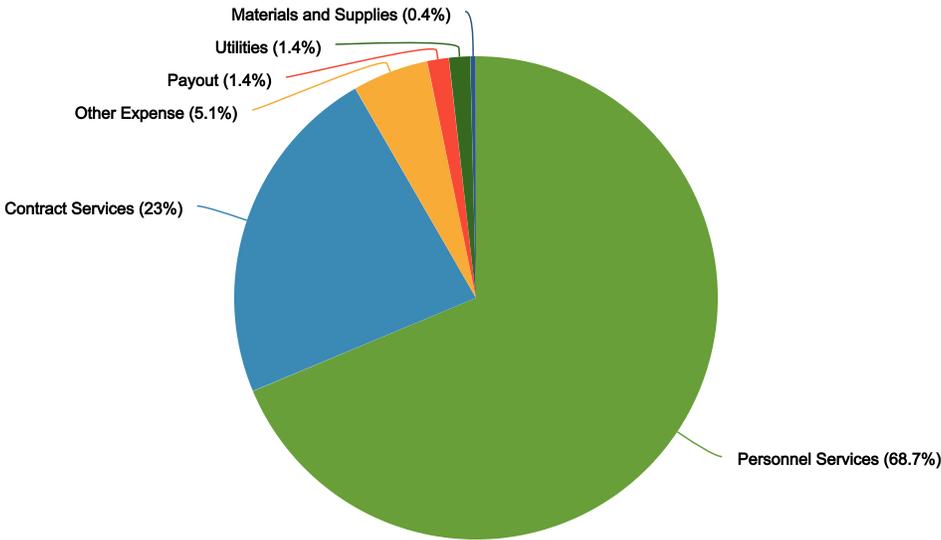
Department Descriptions

The City Manager/City Clerk Office provides for the efficient and effective administration of the affairs of the City of Cotati including the following; support to the City Council including implementation and enforcement of the policies of the City Council, supervises all City Departments, manages human resources, maintains official City files including records of Council proceedings, disseminates public information, conducts municipal elections in accordance with California State Government Codes, negotiates and manages franchise agreements, administers the City's mobile home rent stabilization ordinance, and oversees Economic Development, Recreation and Successor Agency.

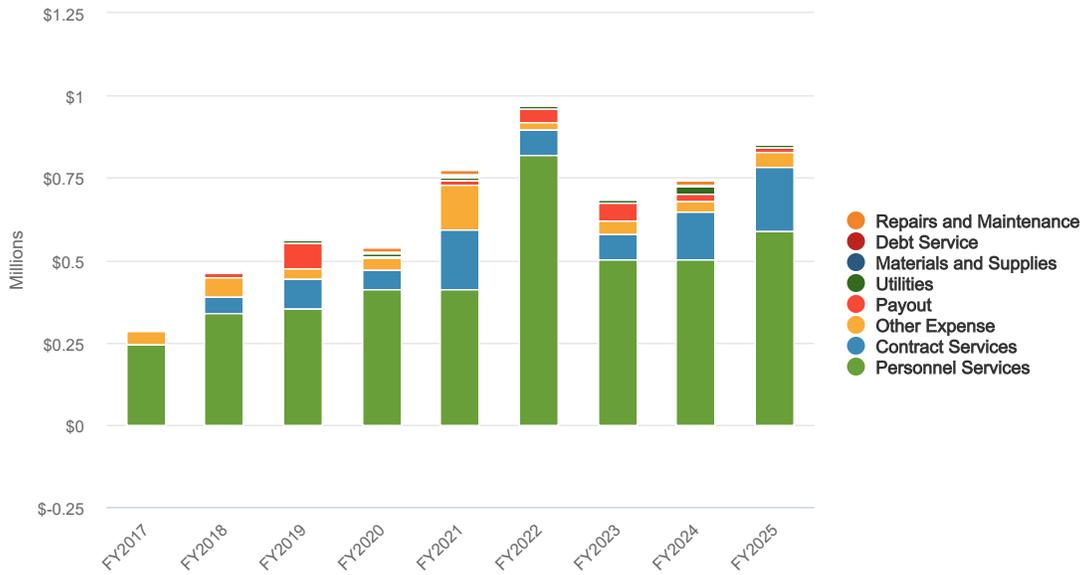


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



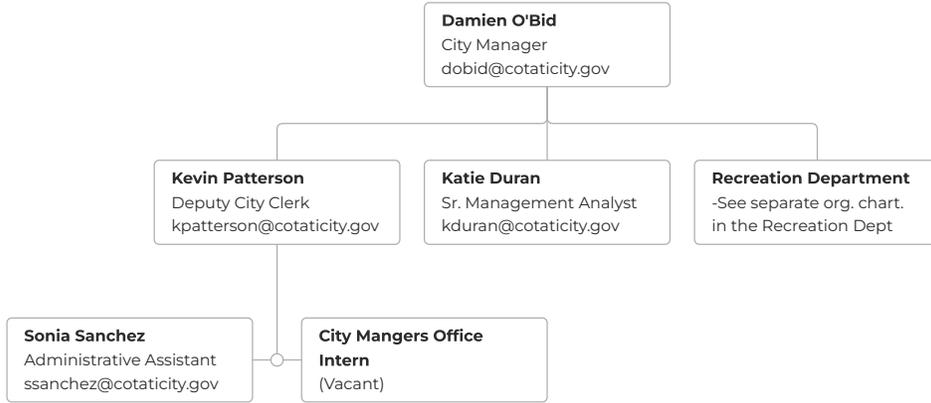
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Expense Objects							
Personnel Services	\$411,351	\$817,402	\$500,001	\$502,280	\$480,876	\$588,060	17.1%
Payout	\$13,095	\$43,738	\$53,398	\$22,620	\$955	\$12,320	-45.5%
Materials and Supplies	\$4,977	\$4,037	\$4,349	\$4,432	\$3,482	\$3,213	-27.5%
Contract Services	\$181,176	\$77,996	\$80,545	\$145,184	\$149,696	\$276,825	90.7%
Repairs and Maintenance	\$12,469	\$381	\$369	\$12,600	\$12,600	\$0	-100%
Utilities	\$8,690	\$8,412	\$9,911	\$21,662	\$14,720	\$12,140	-44%
Other Expense	\$137,339	\$22,614	\$41,099	\$30,383	\$41,013	\$43,432	42.9%
Debt Service	\$3,287	\$3,287	\$0	\$2,650	\$2,650	\$0	-100%
Total Expense Objects:	\$772,383	\$977,867	\$689,672	\$741,811	\$705,992	\$935,990	26.2%



Organizational Chart

The City Manager is hired by the City Council and manages the day to day operations of the City, including oversight of all other departments and department managers. The Recreation Department is included under the City Managers Department. For more information on the other departments, please see their department-specific budget pages.

City Manager's Department



Fiscal Year 2023/24 Project Accomplishments

- Completed Projects
 - Putnam, Civic & Sunflower Parks Preliminary Design
 - CPOA/CPMA Negotiations
 - Continued Implementation of Equity Projects
 - Improve FIGR Coordination
 - Update Public Safety Messaging Procedures
 - Update Community Survey on Equity
 - Countywide Broadband Improvement Evaluation
 - Discussion on Police Oversight Models
 - Recognition Policy & Proclamation Calendar
 - Land Acknowledgement & City Council Rules Update
 - Putnam, Civic Park Baseball Field Renovations/License
 - Israeli/Palestinian Ceasefire Resolution
 - Veronda Falletti Ranch License Agreement Revisions/Compost Hub
 - Community Survey & Recruitment for Police Chief
 - Negotiation & Purchase of 120 East Cotati Avenue
 - Mobile Home Park Senior Overlay Urgency Ordinance
 - City Council Term Limits Discussion
 - Legislative System Migration to PrimeGov
 - La Plaza Level 3 EV Charger Design/License Agreement
 - Noise Ordinance Update
 - Chamber of Commerce Services Agreement
- On-Going Projects
 - Personnel Rules Update
 - EVITP Electric Vehicle Charging Ordinance
 - Design Council Chamber Audio Visual System Update
 - Evaluate Gas Water Heater w/Heat Pump Replacements
 - Economic Development (Hotel, Industrial Area Zoning)
 - Microgrid City Hall Complex & Corp Yard, EV Charging Evaluation
 - 1-Year Evaluation of Veterans Hall Leasing Arrangement
 - 120 East Cotati Avenue Re-Entitlement/Development, Housing PA
 - Records Digitization & Management Project
 - Investigate Library Options for Cotati
 - Veronda Falletti Barn Preliminary Design
 - Joint Procurement Coordination/Policy Update
 - Discuss Roundabout Ban



Fiscal Year 2024/25 Project Objectives

- Continuation of all projects listed above as On-Going
- New Projects
 - Implement Police Oversight Recommendation
 - Impact Fee Schedule Update for CPI, AB 602 (& other new laws)
 - Construct Council Chamber Audio Visual Upgrades
 - Dogs in Parks Ordinance Update
 - Model Ordinance - Extended Producer Liability Household Hazardous Waste
 - Update Social Media Policy
 - Targeted Marketing/Community Outreach to raise awareness of SAFE
 - Emergency Operations Update
 - Accessibility Plan
 - Organize Annual Creek Week Event
 - Develop Policy on General Artificial Intelligence (AI), AI pilot & Social Media
 - Follow up on Broadband Improvements, as directed by Council
 - Ordinance to Update Parks/Event Approvals Requirement
 - Explore Youth Council
 - Evaluate Options for Free Wi-Fi Citywide

Please see the Strategic Goals and Objectives under the Budget Overview Section for detailed information on the prioritization and classification for each project.

Departmental Goals & Performance Measures

Departmental Goal #1: Economic Development to Enhance Community Services



Along with joint City departments, continue Economic Development work, including (1) strategy that attracts or retains businesses by removing unnecessary barriers that the City can affect and (2) continue short to medium term revenue enhancements by developing TOT and improving cannabis business taxes and (3) working with the City Council to develop longer term policies to grow and broaden the business community. The goal of this work is to provide the community with the needed resources for critical services and infrastructure.



Department Goal #2: Provide Efficient and Responsive Core Services



Maintain efficient and responsive core services in

all departments. Continue to adjust or build new systems and services to meet community needs. Continue to look for opportunities to adapt and mitigate the impacts of climate change and improve emergency preparedness and resiliency, including wildfire preparedness.



Departmental Goal #3: Community Engagement



Continue to improve engagement between the City

and residents so that the community has timely information about City programs and projects and can readily engage with the City on issues that they care about. This requires using multiple platforms and communication channels to meet people where they are.

To meet this objective, the City Manager coordinates manager level messages out to the community including the City Manager Message YouTube Videos located on the City YouTube Channel [here](#).



	Actual FY 21/22	Actual FY 22/23	Actual Expected FY 23/24	Goal FY 24/25
Public Media Messages	14	13	24	24

Administrative Services Department



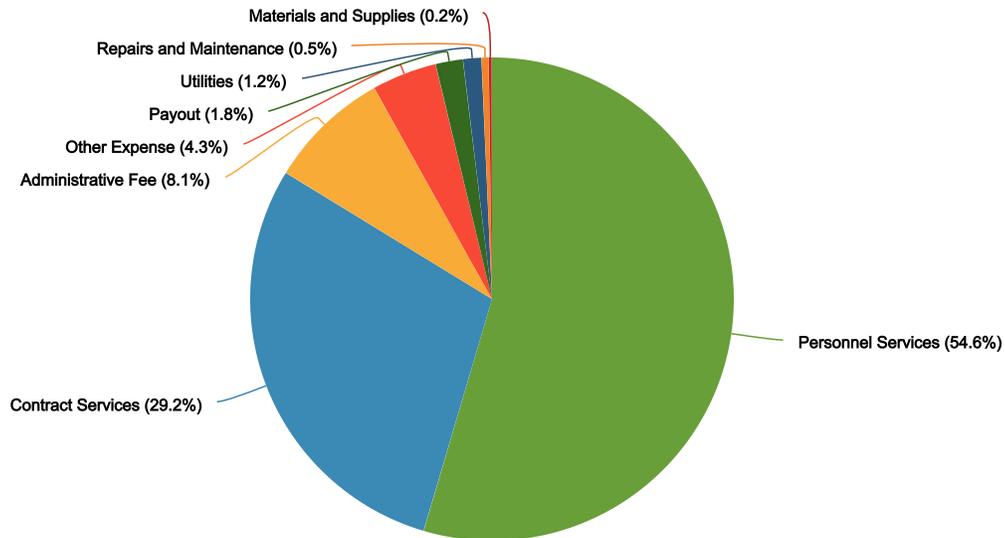
Angela Courter
Director of Administrative Services

Department Description

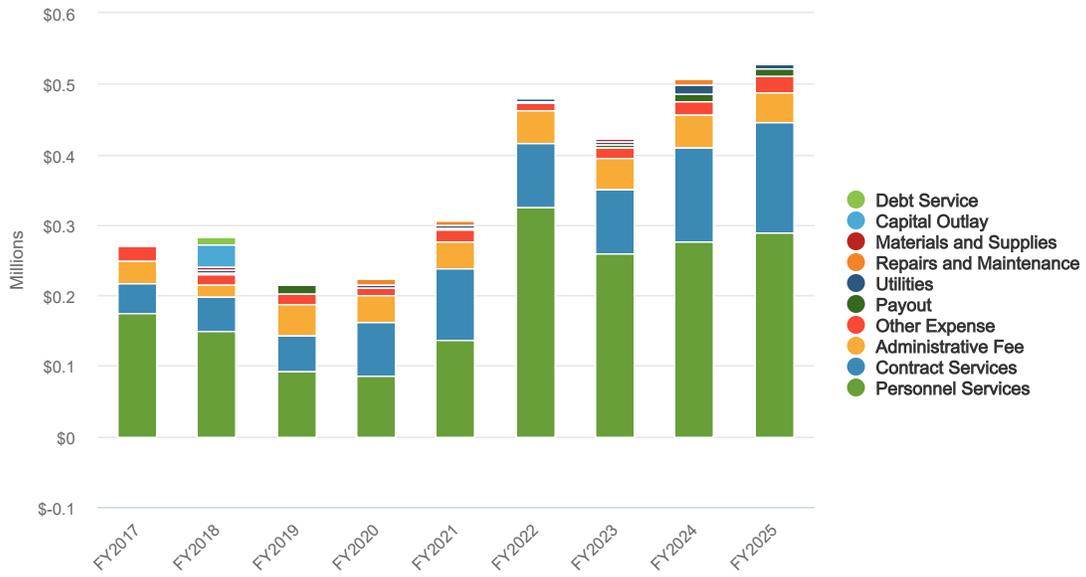
The Administrative Services Department serves to support the financial management and reporting of the City, including: collection and disbursement of all City funds; processing payroll disbursements as well as related reporting, withholding and payroll benefits management; accounts payable processing; billing and collection of water, sewer, business license, and developmental user fees; maintenance of general ledgers and journals; investments of the City's idle funds; purchasing; information systems oversight and support; development and maintenance of long term economic impact analyses; budget preparation and administration; financial reporting; audit liaison and coordination, and oversight of the City Risk Management Program.

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



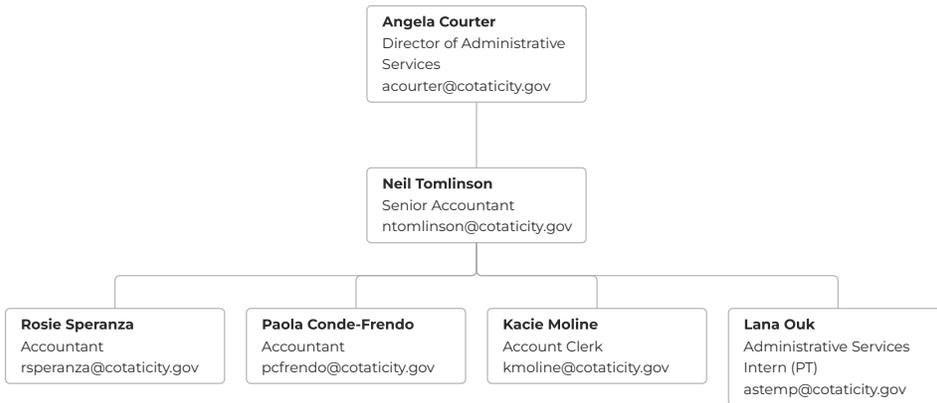
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Expense Objects						
Personnel Services	\$137,368	\$325,952	\$258,527	\$275,560	\$256,675	\$289,840
Payout	\$1,788	\$2,757	\$4,287	\$10,220	\$2,010	\$9,680
Materials and Supplies	\$964	\$2,528	\$2,987	\$1,344	\$1,345	\$1,147
Contract Services	\$100,205	\$89,301	\$91,375	\$133,516	\$137,378	\$155,080
Repairs and Maintenance	\$7,235	\$135	\$0	\$7,500	\$7,500	\$2,500
Utilities	\$3,493	\$3,797	\$5,072	\$13,510	\$6,842	\$6,540
Other Expense	\$16,471	\$10,641	\$14,824	\$18,560	\$18,661	\$23,093
Administrative Fee	\$39,714	\$46,674	\$44,579	\$48,080	\$56,180	\$43,280
Debt Service	\$3,723	\$360	\$0	\$0	\$0	\$0
Total Expense Objects:	\$310,961	\$482,146	\$421,651	\$508,290	\$486,591	\$531,160



Organizational Chart

- Angela Courter is the current Director of Administrative Services and reports directly to the City Manager. She has served the City in this position since August 2019, and has been with the City of Cotati since 2016 when she originally joined as the Senior Accountant, after almost 10 years in public accounting.
- Neil Tomlinson is the Senior Accountant and has been with the City since 2013.
- Accountant, Rosie Speranza joined us in February 2021.
- Accountant, Paola Conde-Frendo joined us in October 2022.
- Account Clerk, Cindy McCallister joined us in June 2023.
- During FY2023/24, the Department brought on our first Intern since before the COVID-19 outbreak. We look forward to continuing using this position to engage with local students and inspire trust and appreciation for local government.

Administrative Services Department



Fiscal Year 2023/24 Project Accomplishments

- o Complete
 - Monthly Utility Billing
 - Fixed Asset/Work Order Processes (Support)
 - Hydrant Meter Process Update/Software Integration & Rollout
 - TOT Taxation Process/Documentation
 - Policy to Address Fiscal Deficits
 - K9 Licensing - move to DocuPet w/Rohnert Park
 - Veterans Building Billing Management
- o On-Going
 - Website Departmental Page Update/New Social Media Content
 - IT Infrastructure Update
 - Construct Council Chamber Audio Visual Upgrades
 - Business Licensing Audits/Process & System Review
 - IBS Payroll System Updates
 - Water and Sewer Rate Review & Revenue Evaluations
 - Deposit Account Process Review
 - Backflow Program/Code Update



Fiscal Year 2024/25 Project Objectives

- Continuation of all projects listed above as On-Going
- New Projects
 - New City Customer Welcome Letter (Utility/Business License)
 - Cyber Security Management
 - 365 System Tools Implementation
 - Confidential File Retention Review
 - Develop Policy on General Artificial Intelligence (AI), AI pilot & Social Media
 - Process Digitization & Automation - Paper Elimination

Please see the Strategic Goals and Objectives under the Budget Overview Section for detailed information on the prioritization and classification for each project.

Departmental Goals & Performance Measures

Departmental Goal #1: Maintaining Required Reserves



Budgeting efforts to meet or exceed both the General Fund reserve policy target of 25% and Enterprise Fund (Water & Sewer) reserve policy target of 33%.



	Actual FY 21/22	Actual FY 22/23	Actual FY 23/24	Goal FY 24/25
General Fund Compliance	Yes	Yes	Yes	Yes
Water Operating Fund Compliance	Yes	Yes	Yes	Yes
Sewer Operating Fund Compliance	Yes	Yes	Yes	Yes

Departmental Goal #2: Compliance



Keep data and related regulations updated for

compliance with law on an ongoing basis, including:

- o Payroll compliance with labor laws
- o Utility compliance with State and Local Legislation including emergency resolutions.
- o Financial reporting compliance with GASB Standards



	Actual FY 21/22	Actual FY 22/23	Actual FY 23/24	Goal FY 24/25
Clean Audit Opinions	Yes	Yes	Yes	Yes
Payroll System Compliance	Yes	Yes	Yes	Yes
Water Agency Reporting No Comments	Yes	Yes	Yes	Yes

Departmental Goal #3: Internship Program



Coordinate an accountant internship program with

the Sonoma State Business Administration Department.



	Actual FY 21/22	Actual FY 22/23	Actual FY 23/24	Goal FY 24/25
Interns Employed	0	0	1	1

Departmental Goal #4: Multilingual Availability for Utility Customers



In order to make online utility access more accessible

to more residents we will evaluate and develop multilingual availability on the City Website and Utility Billing portal.



Community Development



Noah Housh
Director of Community Development

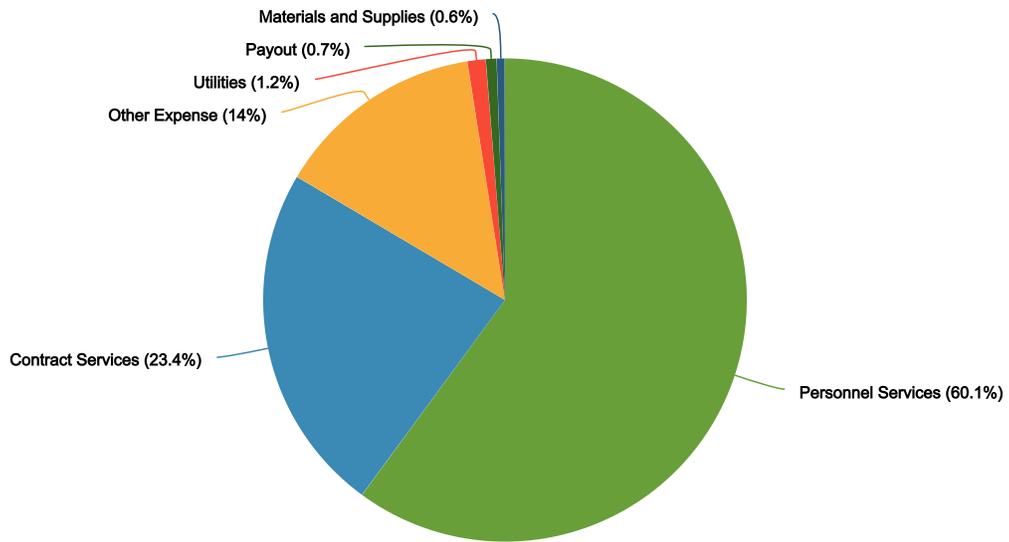
Department Description

The Community Development Department is responsible for managing the Planning, Building, Housing and Code Enforcement Divisions for the City, while also supporting the Economic Development efforts of the City Manager's Office. The Planning Division provides staff and technical support toward developing and implementing land-use, planning and zoning policies and programs that guide City growth, as well as ensuring all City actions are compliant with the California Environmental Quality Act. The Building Division provides for public health and safety, promoting code compliance and improvements in the community through building inspections and plan review. The Housing Division assists with the management of the City's affordable housing stock and ensuring on-going compliance with the City's affordable housing programs. Finally, Code Enforcement works with the citizens of Cotati to maintain a safe, attractive and high-quality community environment by ensuring compliance with all adopted City codes and standards.

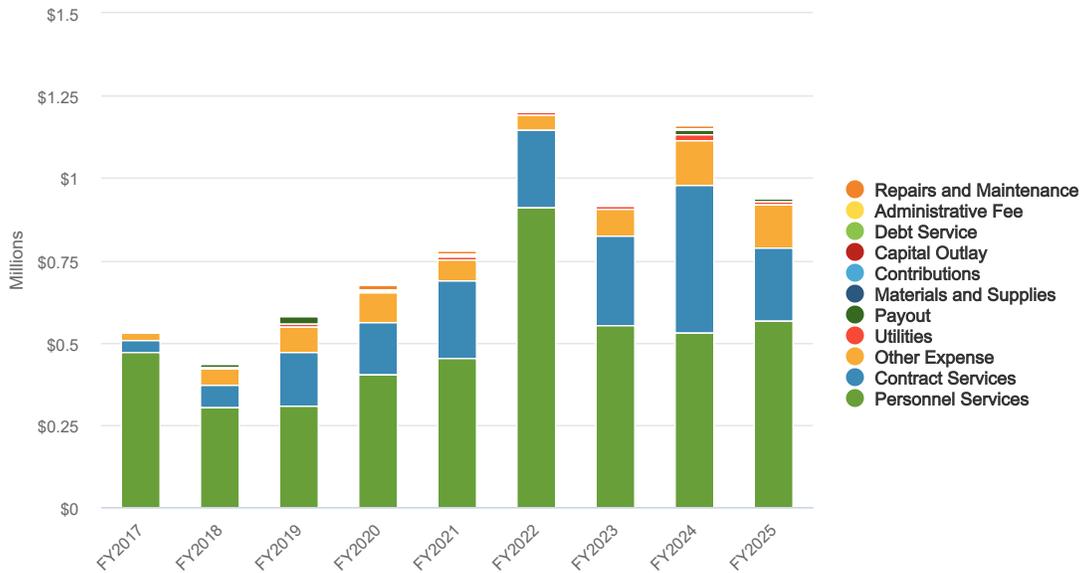


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type

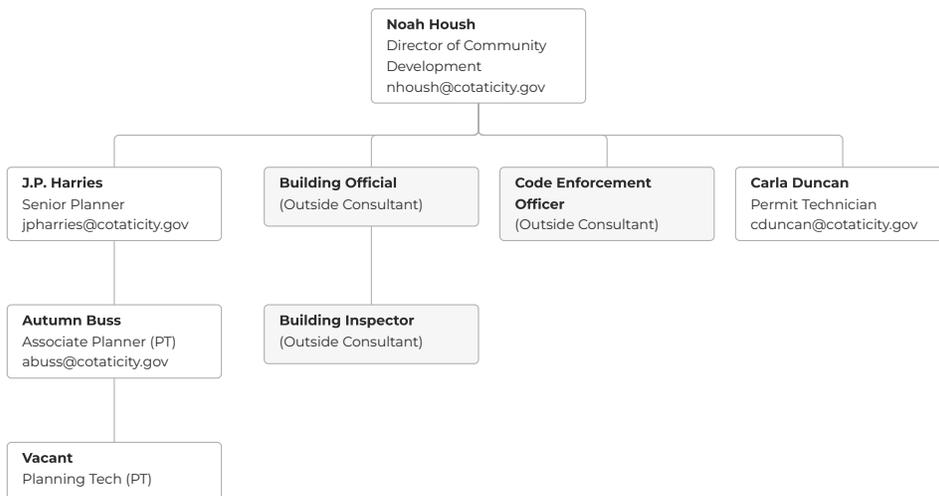


Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Expense Objects							
Personnel Services	\$454,646	\$910,643	\$553,493	\$532,160	\$515,897	\$565,990	6.4%
Payout	\$4,175	\$60	\$1,606	\$9,080	\$3,140	\$6,670	-26.5%
Materials and Supplies	\$3,553	\$4,114	\$4,116	\$4,384	\$1,684	\$5,189	18.4%
Contract Services	\$233,172	\$237,276	\$270,982	\$448,314	\$398,171	\$220,919	-50.7%
Repairs and Maintenance	\$12,609	\$0	\$152	\$7,500	\$7,500	\$0	-100%
Utilities	\$8,809	\$8,583	\$9,426	\$19,214	\$12,065	\$11,560	-39.8%
Other Expense	\$63,448	\$46,002	\$80,783	\$135,508	\$111,836	\$131,840	-2.7%
Administrative Fee	\$0	\$728	\$1,200	\$0	\$860	\$0	0%
Debt Service	\$541	\$541	\$0	\$600	\$0	\$0	-100%
Capital Outlay	\$0	\$0	\$0	\$2,975	\$0	\$0	-100%
Total Expense Objects:	\$780,954	\$1,207,946	\$921,758	\$1,159,735	\$1,051,153	\$942,168	-18.8%

Organizational Chart

The Community Development staffing is a unique structure based on the distinct needs of Cotati, as a relatively small full-service City. To address these needs, and remain flexible and responsive to changes in the economy, the Community Development Department is currently supported by a number of part-time and/or contract employees to augment the full-time Department staff. These additional contractor functions are included in grey below while part time are indicated with the (Part-Time) subsequent to the title.

Community Development Department



Fiscal Year 2023/24 Project Accomplishments

- Complete
 - Active Transportation Plan Update (Formally Bicycle and Pedestrian Master Plan)
 - Development of an Affordable Housing Administration Program
 - Updated and Digitized All Planning Permit Applications
 - "Plex-Housing" Design Guidelines
 - Housing Element Program Implementation
 - Housing Element Program 1-6 MHP Ownership Support
 - Housing Element Program 1-8 Residential Decarbonization (EV Charging) Ordinance
 - Housing Element Program 2-2 SB 35 & SB 330 Application Process
 - Housing Element Program 2-3 Creation of ADU Information Page
 - Housing Element Program 2-7 Proactive Rezoning & Support for Residential Projects
 - Housing Element Program 5-3 Host Housing Fair
 - Senior Mobile Home Park Overlay District
 - 120 E. Cotati Avenue Purchase and Developer Engagement
 - \$70,000 REAP Grant Close-Out
 - ADU Rental Rate Survey Creation and Implementation
 - Solar App+ Software Implementation
 - Plant-A-Tree Cotati Program Creation & Implementation
 - Sustainability Program Creation & Implementation + Webpage
- On-Going
 - Santero Way Specific Plan Update
 - Housing Administration
 - Implement New State Housing Legislation
 - Economic Development Support and Response

Fiscal Year 2024/25 Project Objectives

- Continuation of all projects listed above as On-Going
- New Projects
 - Housing Support Strategy-Legislation Response and Housing Element Program Implementation
 - 120 E. Cotati Ave Re-Entitlement/Development
 - AB 602 Implementation
 - Create and Implement Sonoma County Habitat Conservation Plan (HCP)
 - Transition to Full Electronic File Process and Management
 - Code Efficiency Improvements
- - Economic Development Strategy and Response

Please see the Strategic Goals and Objectives under the Budget Overview Section for detailed information on the prioritization and classification for each project.

Departmental Goals & Performance Measures



Departmental Goal #3: Policy and Development Project Community Engagement

 The Community Development Department will continue to expand efforts to engage with all members of the community on both long-term policy updates and during the review of individual development projects. These efforts will include direct notices to property owners adjacent to site proposed for development, on-site public hearing signs, community workshops, expanded information being made available on the City’s “Projects in Progress” web page attendance at community functions and through the use of social media posts and notifications.



	Actual FY 21/22	Actual FY 22/23	Actual FY 23/24	Goal FY 24/25
Dept. Website Updated	Yes	Yes	Yes	Yes

*(12 Facebook, 4 Instagram, & 1 Nextdoor)

Departmental Goal #4: Provide Equitable Access to Information and Services

 The Community Development Department is committed to ensuring the provision of information and services is equitable, and engages all populations within the community of Cotati. These efforts will seek to ensure every citizen of Cotati is considered through Department engagement efforts, the provision of Department services and in the goals and policies promoted by Department staff in long-range planning documents.



Engineering and Public Works



Craig Scott

Director of Engineering and Public Works

Contact: cscott@cotaticity.org

phone: 707 665-3620

Address: 201 West Sierra Avenue, Cotati, CA. 94931-4217



Department Description

The Public Works department operates and maintains the water, sewer, and storm water systems, roadways, City parks and buildings, and maintains its fleet of trucks and equipment and acts as first responders to emergency repairs of the City's infrastructure. The Engineering division provides a wide range of services including record keeping, updating City engineering standards, ensuring water, sewer and stormwater regulations are met, creates and manages the Capital Improvement Program, issues permits for construction in the public right-of-way, conditioning and inspecting private development projects, and being the clearinghouse for questions on City infrastructure, procedures. Engineering provides technical support to the City departments, responds to citizen's inquiries and requests regarding public infrastructure, performs development review and plan check, performs engineering and construction management of capital improvement projects and provides mapping and engineering records support.

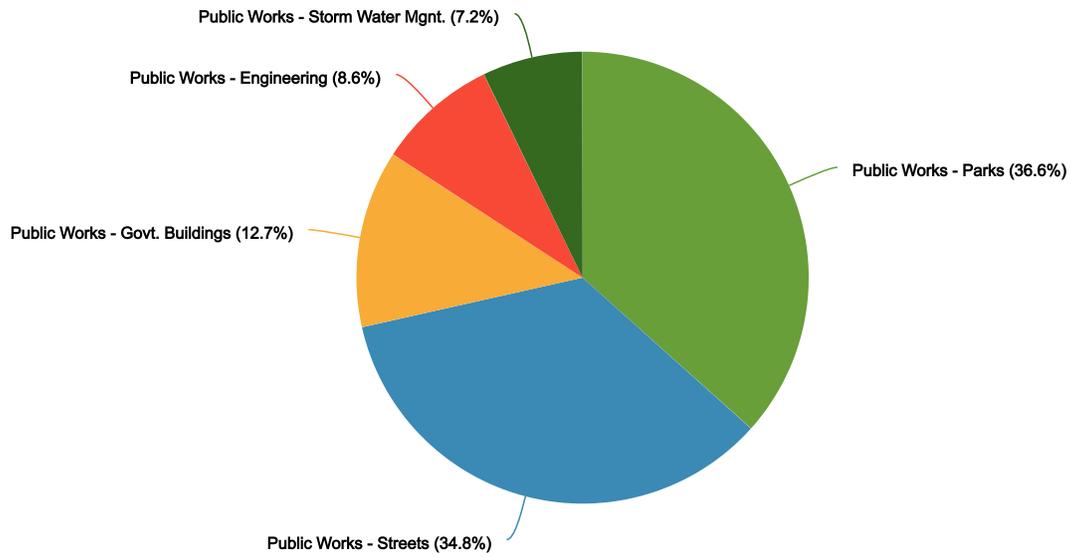


Expenditures Summary

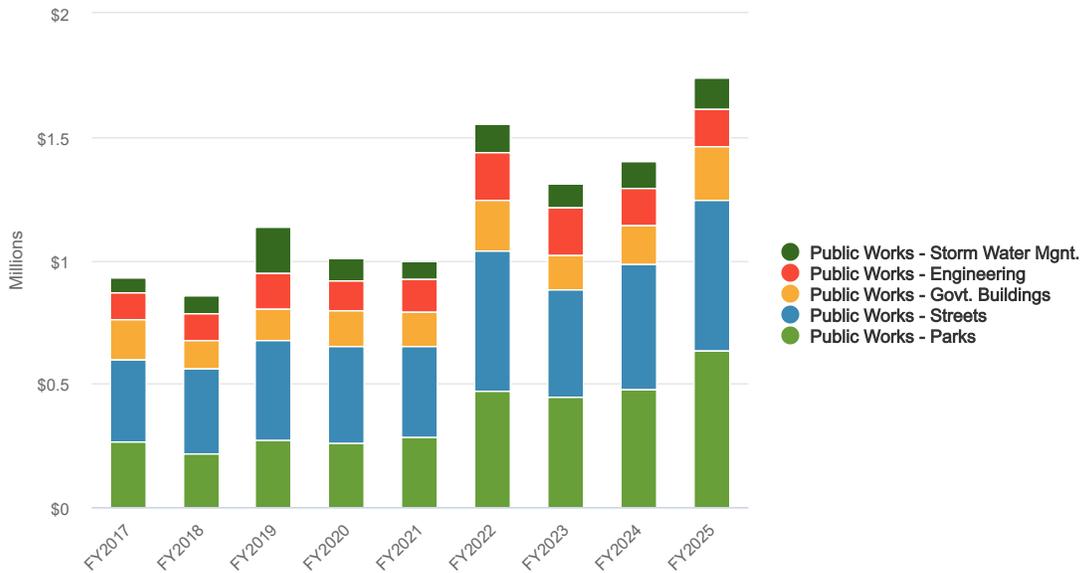
\$1,738,486 **\$338,305**
(24.16% vs. prior year)

Expenditures by Function

Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function



Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Expenditures						
Public Works						
Public Works - Engineering						



Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Personnel Services	\$86,036	\$138,587	\$81,915	\$88,460	\$86,751	\$99,530
Payout	\$321	\$1,817	\$3,172	\$3,780	\$2,360	\$2,540
Materials and Supplies	\$2,791	\$1,824	\$899	\$1,342	\$650	\$1,036
Contract Services	\$18,141	\$29,819	\$98,360	\$41,256	\$52,253	\$34,653
Repairs and Maintenance	\$2,170	\$0	\$0	\$5,000	\$5,000	\$5,000
Utilities	\$1,537	\$1,741	\$1,937	\$2,824	\$2,530	\$2,630
Other Expense	\$20,583	\$20,507	\$7,683	\$6,465	\$3,435	\$4,697
Debt Service	\$53	\$53	\$0	\$30	\$0	\$30
Total Public Works - Engineering:	\$131,634	\$194,349	\$193,966	\$149,157	\$152,979	\$150,116
Public Works - Streets						
Personnel Services	\$126,902	\$276,771	\$124,419	\$154,780	\$153,363	\$178,640
Payout	\$10,581	\$5,738	\$5,487	\$6,850	\$4,915	\$6,230
Materials and Supplies	\$19,814	\$17,781	\$8,913	\$12,153	\$11,653	\$10,090
Contract Services	\$91,805	\$144,479	\$145,995	\$182,980	\$137,921	\$187,730
Repairs and Maintenance	\$12,924	\$31,314	\$19,994	\$20,000	\$33,600	\$30,000
Utilities	\$80,593	\$51,722	\$102,210	\$106,515	\$112,903	\$107,620
Other Expense	\$21,831	\$40,425	\$27,083	\$20,673	\$18,525	\$11,695
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$73,805
Total Public Works - Streets:	\$364,450	\$568,230	\$434,101	\$503,951	\$472,880	\$605,810
Public Works - Storm Water Mgnt.						
Personnel Services	\$35,151	\$57,521	\$28,946	\$33,570	\$33,481	\$38,520
Payout	\$3,238	\$2,839	\$2,804	\$1,900	\$2,650	\$1,250
Materials and Supplies	\$494	\$1,098	\$242	\$515	\$520	\$515
Contract Services	\$24,527	\$30,765	\$36,352	\$56,380	\$64,445	\$59,452
Repairs and Maintenance	\$1,131	\$9,710	\$5,379	\$1,700	\$4,300	\$6,200
Utilities	\$466	\$512	\$766	\$1,103	\$930	\$1,360
Other Expense	\$11,258	\$15,928	\$17,331	\$12,451	\$13,355	\$14,264
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$3,195
Total Public Works - Storm Water Mgnt.:	\$76,266	\$118,372	\$91,820	\$107,619	\$119,681	\$124,756
Public Works - Govt. Buildings						
Personnel Services	\$53,646	\$106,056	\$53,062	\$67,000	\$62,438	\$72,450
Payout	\$4,559	\$2,811	\$2,914	\$3,160	\$2,700	\$2,400
Materials and Supplies	\$6,045	\$7,475	\$11,537	\$6,854	\$6,860	\$6,033
Contract Services	\$37,957	\$29,357	\$25,991	\$39,547	\$39,693	\$36,380
Repairs and Maintenance	\$4,359	\$20,393	\$10,853	\$12,000	\$26,795	\$12,500
Utilities	\$28,630	\$26,501	\$31,262	\$28,014	\$43,100	\$61,080
Other Expense	\$6,162	\$9,420	\$4,226	\$4,116	\$4,385	\$4,343
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$25,680
Total Public Works - Govt. Buildings:	\$141,356	\$202,013	\$139,845	\$160,691	\$185,971	\$220,866

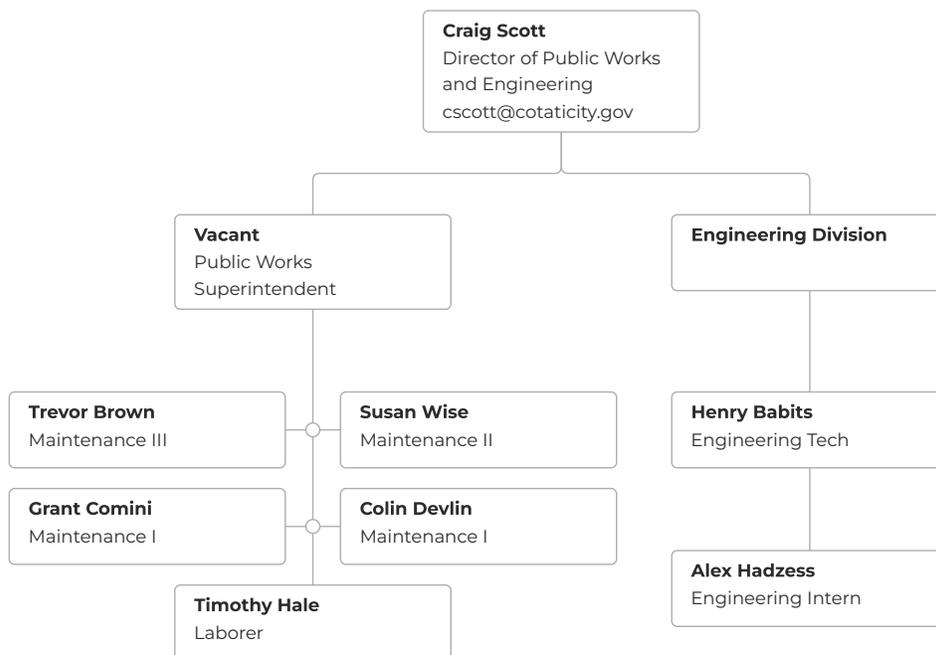


Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Public Works - Parks						
Personnel Services	\$91,722	\$206,275	\$88,768	\$125,025	\$118,480	\$145,520
Payout	\$9,105	\$5,257	\$5,087	\$5,800	\$4,825	\$5,270
Materials and Supplies	\$10,531	\$13,547	\$33,555	\$15,126	\$49,600	\$20,069
Contract Services	\$70,257	\$166,638	\$238,654	\$307,509	\$302,799	\$302,804
Repairs and Maintenance	\$12,024	\$3,973	\$8,393	\$6,000	\$5,200	\$6,000
Utilities	\$86,286	\$69,604	\$69,446	\$14,553	\$86,400	\$104,440
Other Expense	\$5,186	\$7,239	\$5,415	\$4,750	\$11,291	\$7,905
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$44,930
Total Public Works - Parks:	\$285,111	\$472,534	\$449,317	\$478,763	\$578,595	\$636,938
Total Public Works :	\$998,817	\$1,555,498	\$1,309,049	\$1,400,181	\$1,510,106	\$1,738,486
Total Expenditures:	\$998,817	\$1,555,498	\$1,309,049	\$1,400,181	\$1,510,106	\$1,738,486

Organization Chart

The chart below shows the organizational structure of the Public Works and Engineering Department.

Public Works and Engineering Department



Fiscal Year 2023/24 Project Accomplishments

- Kotate Park Improvements
- Redwood Drive and Cypress Avenue Pavement Rehabilitation
- 2024 Streets Preservation
- City Hall and Civic Center Window Replacement & Paint
- Gateway Signage (City Entrance Signs)
- Hwy 116/West Cotati Ave Intersection Safety Improvements (Design)
- Water Filling Station
- Cypress Sewer Repairs Project
- Landscape Improvements Project
- Henry Street Storm Drain Repair
- Utility Box Artwork Pilot
- On-Going
 - Park and Ride Replacement
 - Putnam Park - Phase 1
 - Sunflower Park Design
 - Veronda Falletti Ranch Barns - Design
 - Hwy 116/ W Cotati Ave Intersection Safety Improvements - Design
 - Sidewalk Gap Closure Project - Construct
 - Asset Management Uniform Request Tracking -Implement
 - SCADA Sewer and Water - Implement

Fiscal Year 2024/25 Project Objectives

- New Projects
 - 2024 Landscape Improvements Project
 - Wastewater System Generator Project
 - 2025 Street Preservation Project
 - Annual Bicycle Pedestrian Safety Improvements Project
 - Trash Implementation Plan - Phase 1
 - Class 1 Pathway Maintenance Project
 - W. Sierra Tank evaluation
 - Zone 2 Pressure Zone Design
 - Vegetative Management - Laguna De Santa Rosa

Please see the Strategic Goals and Objectives under the Budget Overview Section for detailed information on the prioritization and classification for each project.



Departmental Goals & Performance Measures

1. Provide Safe and Reliable Water and Sewer Service
2. Lower the Future Annual Cost of Street Maintenance
3. Provide Excellent Customer Service to the Public and the Development Community

Departmental Goal #1: Provide safe and reliable water and sewer service

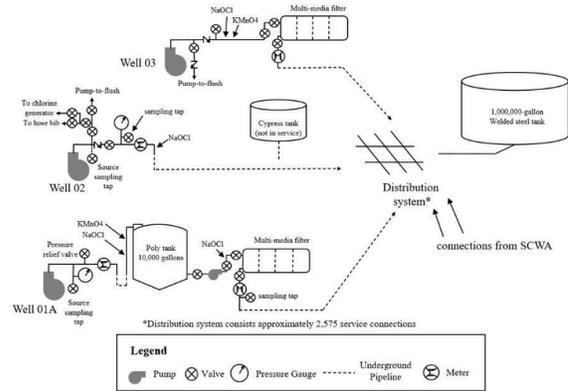


Provide safe and reliable water and sewer service,

operate and maintain the infrastructure proactively, and continue to meet or exceed all State and Federal regulatory requirements.

Enhance operational reliability by using automation to provide daily water production and equipment run-time reports and improve accessibility to the data by moving away from paper records. The reduction in number of service orders as a goal is reflective of better promotion of services available through self-service online.

1.2.1 Schematic



	Actual FY 21/22	Actual FY 22/23	Actual FY 23/24	Goal FY 24/25
Water Sewer Service Orders	752	563	721	750
State Agency Reporting Without Comments	Yes	Yes	Yes	Yes

Departmental Goal #2: Lower the future annual cost of street maintenance



Invest in strategic infrastructure to meet community desires while lowering the future annual cost of street maintenance by rehabilitating roads in poor condition and maintaining those in fair to good condition.

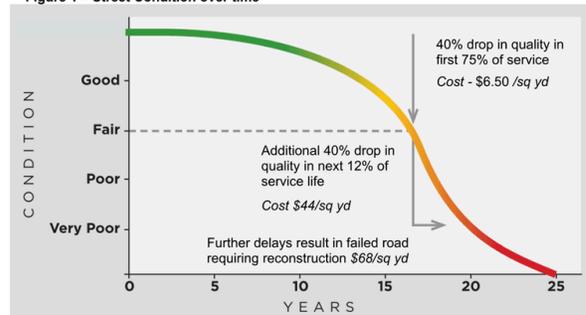
Pavement Condition Index (PCI)	Actual 2022	Actual 2023	Actual 2024	Goal 2025
Actual PCI(a)	68	66	76	74
Target PCI(b)	66	66	74	74
Met Target?	Yes	Yes	Yes	Yes

(a) StreetSaver Report March 2024.

(b) Source: Draft 5-Year Pavement CIP 2020-2024 10/1/2019 , 2025 goal is to maintain the existing level of road conditions without decline.

Note: As of June 2024 the City of Cotati has the highest PCI for the Sonoma County Region. A great success for this department and our City.

Figure 1 – Street Condition over time



Police Department



Chris Simmons
Chief of Police

Welcome to the Cotati Police Department.

Department Description

As your Chief of Police, I am honored and humbled by the opportunity to serve alongside the dedicated men and women of the Cotati Police Department and the community to whom we strive to deliver exceptional public safety service.

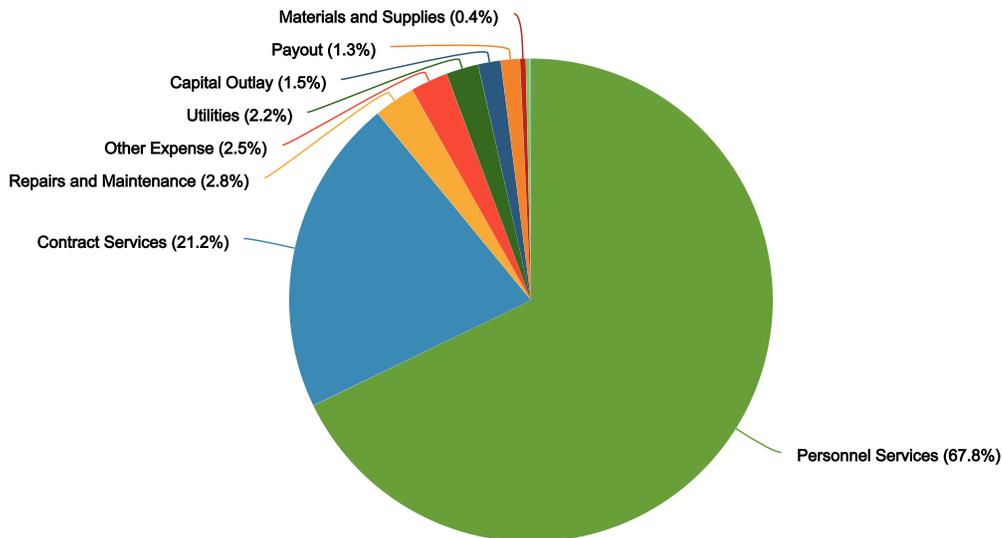
Our fundamental mission is to protect the health and well-being of the community by partnering with our citizens, business partners, and stakeholders to sustain a safe and secure living and visiting environment. Our promise to continuously earn and improve public trust through equity, empathy, and accountability is paramount to this ambition.

Cotati is a safe and vibrantly friendly city due to profound community support for our department. The strong partnership we share with our community is made possible by the pledge we have made to proactively seek out opportunities to enhance meaningful relationships between our staff and residents, and diligently listen and respond to their needs in ways that value diversity and inclusion.

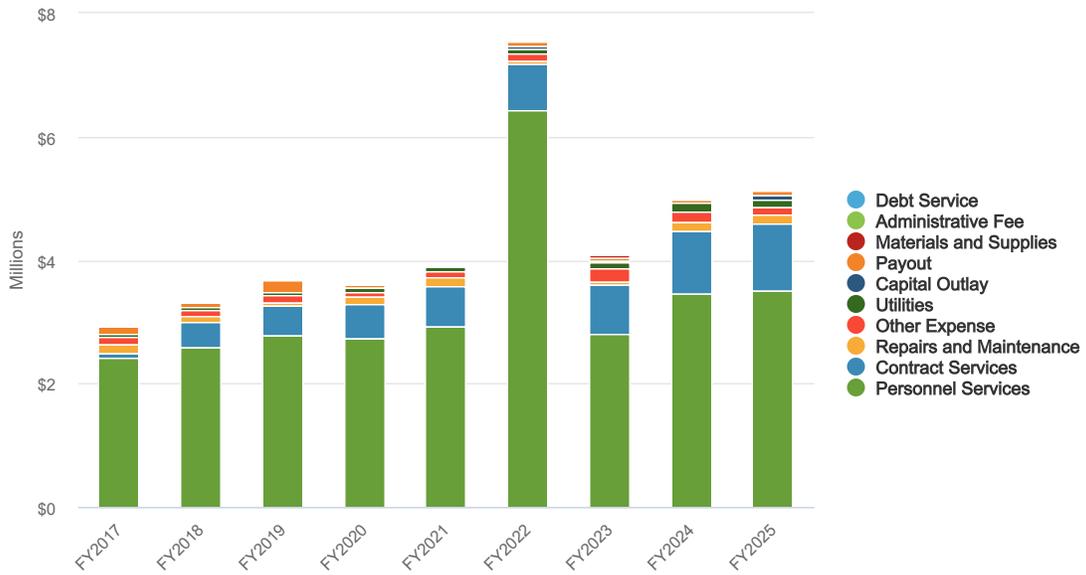
All of us at the Cotati Police Department are honored every day to provide superior service for our residents with pride and professionalism. We are humbled by the responsibilities entrusted upon us, and in turn, promise to carry out those duties with compassion, diligence, and the highest of ethical standards.

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



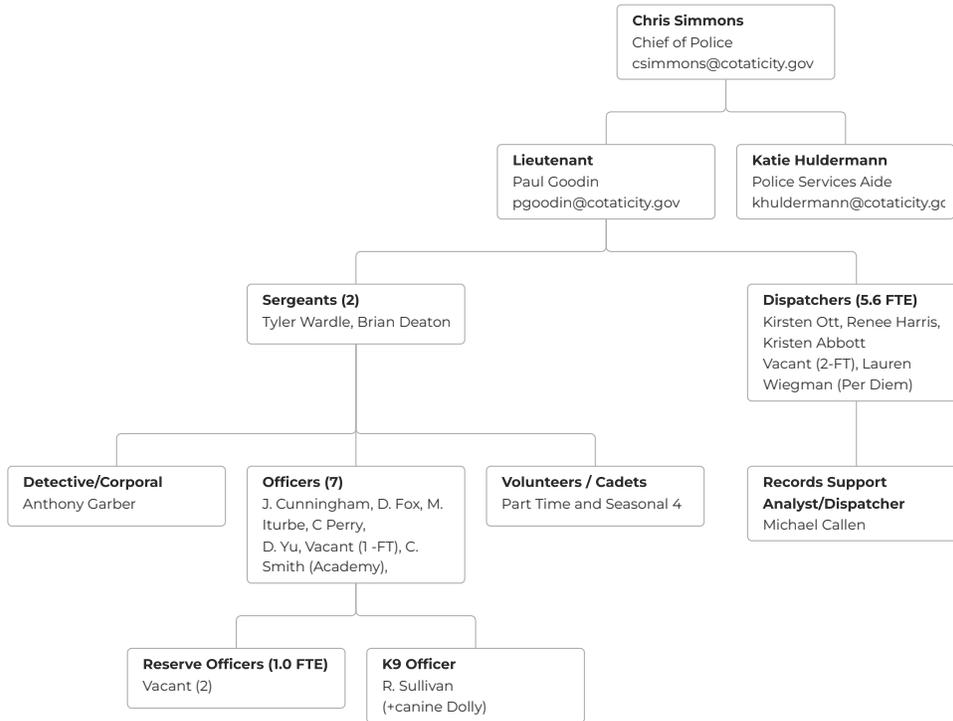
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Expense Objects						
Personnel Services	\$2,918,757	\$6,426,009	\$2,806,886	\$3,467,460	\$3,010,120	\$3,494,850
Payout	\$36,844	\$62,726	\$58,872	\$39,000	\$74,505	\$65,060
Materials and Supplies	\$12,400	\$23,227	\$28,096	\$24,602	\$24,600	\$20,072
Contract Services	\$660,787	\$753,310	\$785,384	\$1,010,482	\$1,024,535	\$1,094,505
Repairs and Maintenance	\$151,765	\$49,465	\$68,781	\$133,900	\$167,000	\$142,000
Utilities	\$69,242	\$65,792	\$91,499	\$148,025	\$109,174	\$111,940
Other Expense	\$91,245	\$120,774	\$201,539	\$176,853	\$137,490	\$128,377
Administrative Fee	\$2,140	\$9,559	\$5,472	\$12,900	\$2,390	\$12,900
Debt Service	\$4,065	\$4,065	\$0	\$4,600	\$0	\$4,600
Capital Outlay	\$16,646	\$55,456	\$31,550	\$0	\$275,000	\$78,000
Total Expense Objects:	\$3,963,892	\$7,570,383	\$4,078,078	\$5,017,822	\$4,824,814	\$5,152,304



Organizational Chart

Current staffing at the police department consists of the following staff. The Chief of Police reports directly to the City Manager, Damien O'Bid.

Police Department



Fiscal Year 2023/24 Accomplishments

- o Completed
 - Continued De-Escalation Tactics & Implicit Bias Training
 - Patrol Electric Vehicle Deployment
 - Dispatch Support FTE (Records Analyst Position)
 - EV Cameras Integrated with Axon Cloud Storage
 - K9 Replacement (Scent Tracking Dog)
 - Hi-Lo Evacuation Drill with RPDPS and SSUPD
 - Annual Police Report
 - SSU Police Internship
- o On-Going
 - Police Officer Recruiting with Focus on Equity and Inclusion
 - Crisis Intervention/Police Post Critical Event Training - All Staff
 - Community Outreach TPA, NNO, Coffee with a Cop
 - Focused Vehicle, Pedestrian, Bicycle Safety/Enforcement
 - Return Supervision 1 Lt, 2 Sgts, 2 Corporals
 - PSAP (Dispatch) Upgrade



Fiscal Year 2024/25 Objectives

- Continuation of all projects listed above as On-Going
- New Projects
 - Implement Police Oversight Recommendation
 - POST+ Implicit Bias & Racial Profiling, De-Escalation, Trafficking Training
 - Record, PRA & Analytics Training
 - Mobile Support Team & SAFE Crisis/Mental Health Training
 - SB2 Training & Compliance
 - Explore Social Media Enhancement & Outreach
 - Small Agency Mutual Aid Investigation Team Training
 - Industrial Area Restricted Hour Parking Ordinance
 - Wellness Grant Equipment
 - Evaluate "Lights On!" Project
 - Repurpose Holding Facility Infrastructure

Please see the Strategic Goals and Objectives under the Budget Overview Section for detailed information on the prioritization and classification for each project.

Departmental Goals & Performance Measures

Departmental Goal #1: Regional Collaboration to Address Mental Health and Unsheltered Crisis



Specialized Assistance For Everyone (SAFE) Team

The SAFE Team provides three main services to the community

1. Response to issues relating to mental health, addiction and homelessness
2. Non-emergency response for people in need
3. Proactive and continued community outreach

Cotati, Rohnert Park and Sonoma State University have partnered with a mobile mental health crisis response team for our cities and the University. The SAFE team began service November 1, 2021 starting with twelve hour daily coverage from noon to midnight. In January 2023, SAFE began a 24/7 response. SAFE modeled after the successful Cahoots program in Eugene Oregon consists of a mental health professional, resource advocate and medic (nurse, paramedic or EMT).

SAFE works proactively to address low level issues and provides preventative outreach to help ensure individuals don't end up needing a higher level of care. SAFE can identify shelter options for the homeless, mental health services for people in crisis, resources to address addiction and provide health care that does not meet the threshold of an ambulance response.

When SAFE is not responding to calls-for-service they conduct outreach to the homeless triaging their medical status and providing shelter and counseling information.

SAFE is intended to benefit everyone by keeping police officers, firefighters and paramedics available for appropriate emergencies.

If you observe someone experiencing mental health issues or homelessness and you think SAFE is an appropriate response call 707-792-4611 for non-emergencies or 911 for emergencies.



Departmental Goal #2: Engage to Improve Communication, Build Trust, and Reduce Racism



The Police Department, in conjunction with all City

Departments, will strive to seek community engagement to improve communication, build trust, and reduce racism in Cotati.

The Police Department will continue community engagement through Coffee with a Cop, National Night Out, Thomas Page Academy outreach and other platforms.

The Police Department will continue its Public Information efforts through social media and on the City Website. We will incorporate Neighborhood Level Programming through our Officer Assigned Areas consisting of six (6) designated "beats" in our City.



Departmental Goal #3: Support Safe Roads and Neighborhoods, including Inviting Park Space, for the Community



The Police Department, in conjunction with all City

Departments, will continue to provide safe roads and neighborhoods, including inviting parks and open spaces for the community to learn, play, and promote a healthy and active lifestyle.

During Fiscal Year 2020/21 the City initiated the **Local Road Safety Plan (LRSP)**. The LRSP identified the top systemic collision patterns throughout the City and top collision locations. The LRSP was a joint effort by City Traffic Engineers, Police and the public. This safety plan provides the City with a toolbox of countermeasures to address systemic collisions through future traffic designs and projects and directed traffic enforcement by our officers. The City will use the LRSP to make Cotati a safer community for vehicles, pedestrians and cyclists.



Recreation



Ashley Wilson
Recreation Manager

Department Description

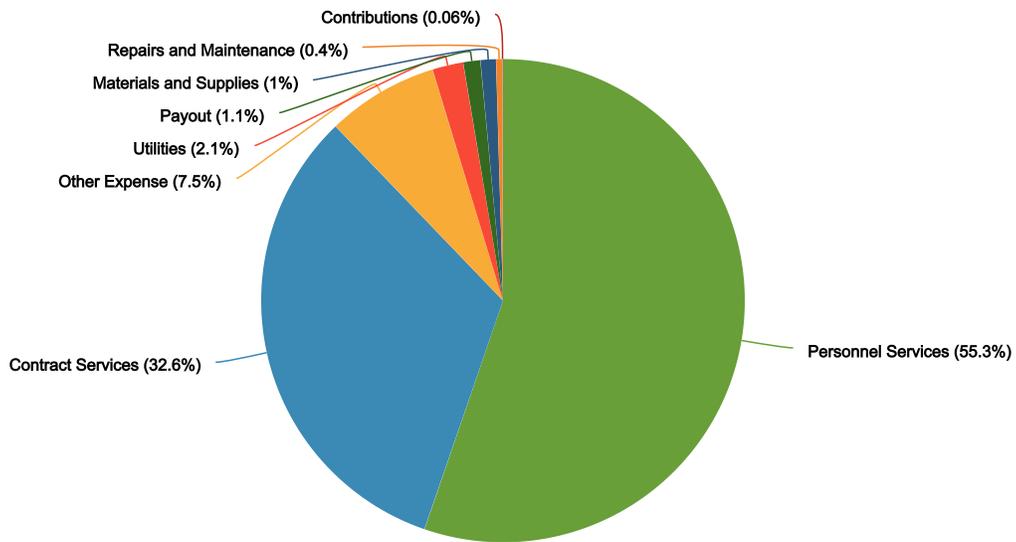


This department is used for funding recreation activities including, but not limited to, year-round classes and programs, camps, trips and tours and special events.

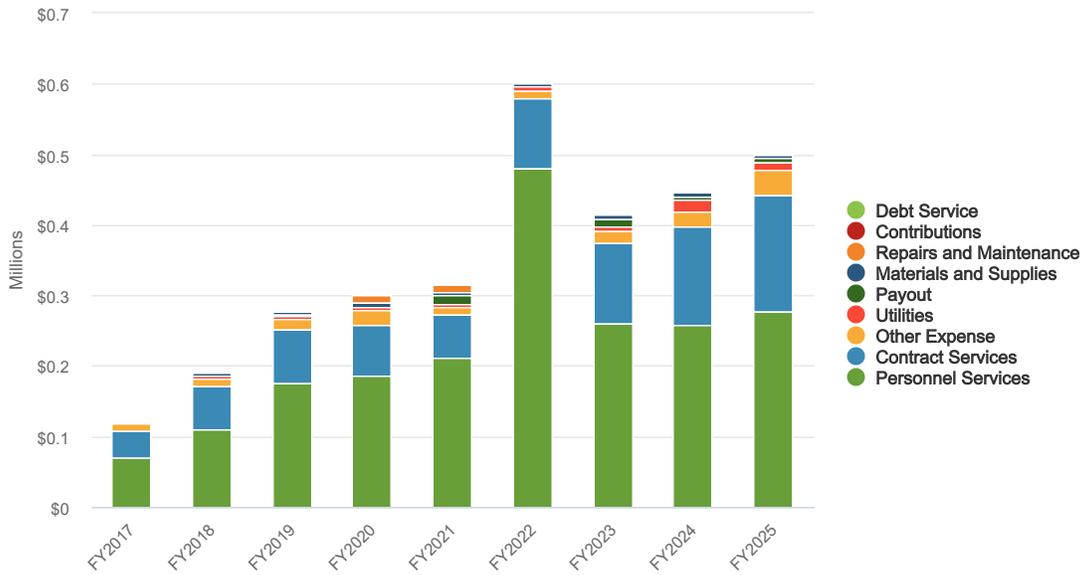
Recreation staff also manage rentals and services for City facilities, including City parks and City-owned buildings.

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



The FY 21/22 increase is primarily due to the additional CalPERS Unfunded Liability payment that was made in January of 2022.

This department is fully funded with the use of Measure S Sales taxes and has been in development since the Citizens of Cotati brought it back to the Community when they overwhelmingly voted for Measure G the precursor to Measure S.

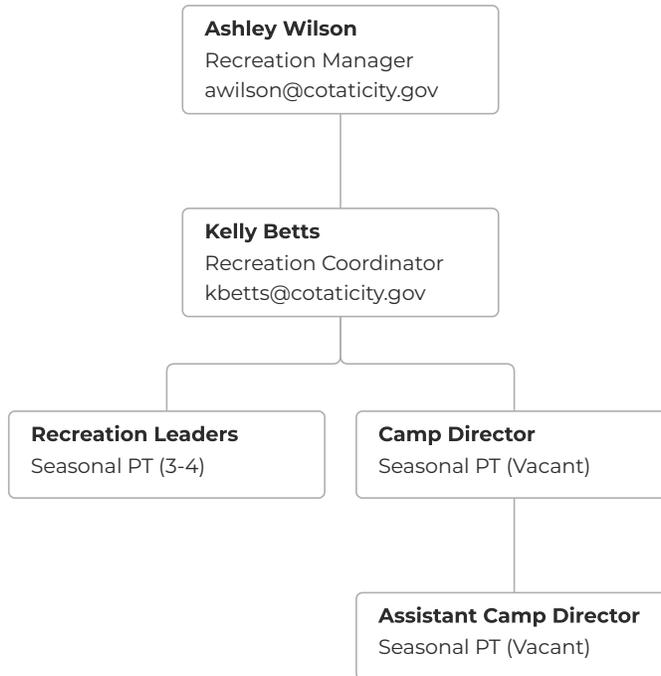
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Expense Objects							
Personnel Services	\$210,589	\$480,180	\$259,143	\$258,850	\$273,987	\$277,690	7.3%
Payout	\$12,171	\$0	\$9,676	\$5,360	\$4,065	\$5,750	7.3%
Materials and Supplies	\$4,304	\$5,475	\$5,528	\$5,342	\$5,340	\$5,168	-3.3%
Contract Services	\$62,469	\$99,190	\$114,306	\$139,378	\$99,797	\$163,616	17.4%
Repairs and Maintenance	\$11,576	\$0	\$0	\$2,000	\$2,000	\$2,000	0%
Utilities	\$4,968	\$5,533	\$8,091	\$17,659	\$9,157	\$10,390	-41.2%
Other Expense	\$9,697	\$10,674	\$17,040	\$19,641	\$21,635	\$37,518	91%
Debt Service	\$186	\$186	\$0	\$300	\$0	\$0	-100%
Contributions	\$0	\$0	\$0	\$1,000	\$1,000	\$300	-70%
Total Expense Objects:	\$315,960	\$601,239	\$413,784	\$449,530	\$416,981	\$502,432	11.8%



Organizational Chart

The Recreation Department is managed by the City Managers Department and the Recreation Manager reports directly to the City Manager, Damien O'Bid. Most part-time seasonal staff are local high school students that are responsible for assisting with the implementation Camp Cotati. Camp activities include games, crafts, science, cooking, drama, and sports with an emphasis on skill development, cooperation, and promoting enthusiasm in camp activities.

Recreation Department



Fiscal Year 2023/24 Project Accomplishments

- Completed
 - Cotati Veteran's Hall Use Negotiations
 - Kotate Park Upgrade
- On-Going
 - Veronda-Falletti Ranch Barn Design
 - Dogs on Leash Ordinance
 - Small Community Grant Program

Fiscal Year 2024/25 Project Objectives

- Continuation of All Projects Listed Above as On-Going
- New Projects
 - Veterans Hall Operations
 - Veronda-Falletti Barn Fundraising
 - Sunflower Park Preliminary Design

Please see the Strategic Goals and Objectives under the Budget Overview Section for detailed information on the prioritization and classification for each project.



Departmental Goals & Performance Measures

Departmental Goal #1: Expand Programing



Expand affordable and accessible programming and events to increase community engagement, visitation to the City, and support local businesses.



Departmental Goal #2: Provide Safe and Inviting Parks



Provide safe and inviting park and open spaces for the community to learn, play, and promote a healthy and active lifestyle.



FUND SUMMARIES





All Funds

This page is a summary of all of the City Operations as included within the budget book including enterprise funds like Water and Sewer. This is provided for informational purposes only as these funds are properly segregated and maintained.

Summary

The City of Cotati is projecting \$26.7M of revenue (including transfers in and other sources) in FY2025, which represents a 1.7% decrease over the prior year. Budgeted expenditures (including transfers out and other uses) are projected to decrease by 6.0% or \$1.96M to \$30.5M in FY2025.

Budget Summary by Fund

Fund	No.	Dept.	Projected Beginning Balance 7/01/2024	Fiscal Year 24/25 Changes*					Projected Ending Balance 6/30/2025	Fund Balance % of Operating Expenses	
				Estimated Revenue	Appropriations		Other Sources/ (Uses)	Operating Transfers			
					Operating Expense	Capital Imp.		In			Out
General Fund	101	ALL	\$ 8,799,166	\$ 10,453,342	\$ 9,983,866	\$ -	\$ (885,692)	\$ 208,200	\$ (4,417,500)	\$ 4,173,650	41.8%
Governmental Funds											
Capital Projects Funds											
General Capital Outlay	604	PW	5,803	184,500	-	-	-	-	(180,000)	10,303	N/A
Capital Projects Fund	605	PW	-	-	-	5,096,000	-	5,096,000	-	-	N/A
2022A Streets Projects Fund	610	PW	332,433	-	-	-	-	-	(332,433)	-	N/A
Special Revenue & Other Funds											
Grants	201	PW	-	669,000	-	1,350,000	-	681,000	-	-	N/A
Comm. Dev. Block Grants	202	PW	-	-	-	-	-	-	-	-	N/A
Gas Taxes	203	PW	64,520	212,235	5,800	-	-	-	(200,000)	70,955	1223.4%
MTC Street	204	PW	110,666	82,000	-	-	-	-	(75,000)	117,666	N/A
Traffic Mitigation	205	PW	686,627	64,000	-	-	-	-	(362,000)	388,627	N/A
Park in-Lieu	206	PW	91,648	10,000	-	-	-	-	(90,000)	11,648	N/A
PEG Grant	208	CM	48,887	20,000	20,000	-	-	-	(48,000)	887	4.4%
Public Safety	211	PD	6,532	164,000	-	-	-	-	(170,000)	532	N/A
K9 Program	212	PD	1,120	-	12,500	-	-	12,500	-	1,120	9.0%
In-Lieu-inclusionary Housing	216	CD	1,500,130	53,069	-	-	67,499	-	-	1,620,698	N/A
Excess Bond Proceeds	219	CM	-	-	-	-	-	-	-	-	N/A
Community Facilities Dist.	220	PW	888	39,000	7,500	-	-	-	(32,000)	388	5.2%
RMRA	221	PW	780	193,000	-	-	-	-	(193,000)	780	N/A
Bed Tax	222	CD	34,362	4,500	-	-	-	-	(30,000)	8,862	N/A
Linkage - Affordable Housing	223	CD	310,994	11,000	-	-	-	-	-	321,994	N/A
SSBP Series 2019	224	CM	-	384,000	373,529	-	-	-	-	10,471	2.8%
Parks Measure M	225	CM	100,212	100,000	-	-	-	-	(180,000)	20,212	N/A
In-Lieu Tree Fund	227	CD	5,770	500	6,050	-	-	-	-	220	3.6%
Disability Access Fund	250	CD	23,540	2,500	-	-	-	-	-	26,040	N/A
Veterans Building Mgmt	260	CM	-	22,250	18,050	-	-	-	(4,200)	-	0.0%
Total Governmental Funds			12,124,078	12,668,896	10,427,295	6,446,000	(818,193)	5,997,700	(6,314,133)	6,785,053	65.1%
Proprietary											
Internal Service Funds											
Vehicle Replacement	501	PW	284,968	527,000	190,000	463,000	-	-	-	158,968	83.7%
Compensated Absences	502	AS	204,551	119,480	163,710	-	-	-	-	160,321	97.9%
Subtotal Internal Service Fund			489,519	646,480	353,710	463,000	-	-	-	319,289	90.3%
Enterprise Funds											
Water Funds											
Water Operating	401	PW	2,235,764	2,370,900	2,230,304	-	(140,738)	-	-	2,235,622	100.2%
Water Capital	402	PW	1,033,362	6,700	-	987,843	-	-	-	52,219	N/A
Recycled Water Line	403	PW	-	-	-	-	-	-	-	-	N/A
Subtotal Water Fund			3,269,126	2,377,600	2,230,304	987,843	(140,738)	-	-	2,287,841	102.6%
Sewer Funds											
Sewer Operating	404	PW	1,412,758	3,445,300	3,697,561	-	(75,595)	-	(80,000)	1,004,902	27.2%
Sewer Capital	405	PW	32,610	23,100	-	131,650	-	80,000	-	4,060	N/A
Subtotal Sewer Fund			1,445,368	3,468,400	3,697,561	131,650	(75,595)	80,000	(80,000)	1,008,962	27.3%
Total Enterprise Funds			5,204,013	6,492,480	6,281,575	1,582,493	(216,333)	80,000	(80,000)	3,616,092	57.6%
Total City Funds			\$ 17,328,091	\$ 19,161,376	\$ 16,708,870	\$ 8,028,493	\$ (1,034,526)	\$ 6,077,700	\$ (6,394,133)	\$ 10,401,145	62.2%
Fiduciary Funds											
Successor Agency	301	CM	-	388,424	388,424	-	-	-	-	-	0.0%
Total City & Fiduciary Funds			\$ 17,328,091	\$ 19,549,800	\$ 17,097,294	\$ 8,028,493	\$ (1,034,526)	\$ 6,077,700	\$ (6,394,133)	\$ 10,401,145	60.8%

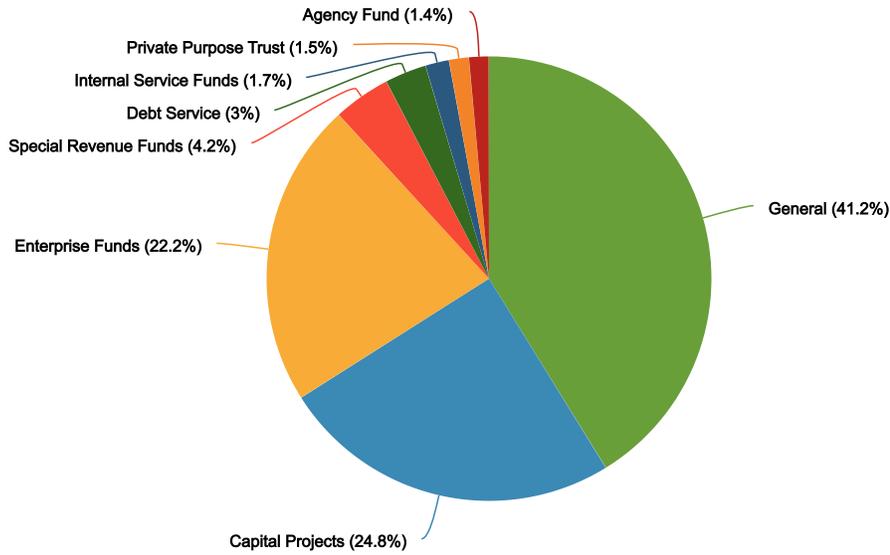
NOTE: See City Managers Message for explanation of changes in fund balances.

Managing Department Key:	
ALL	- All City Departments
CM	- City Managers
AS	- Administrative Services
CD	- Community Development
PW	- Engineering/Public Works
PD	- Police Department

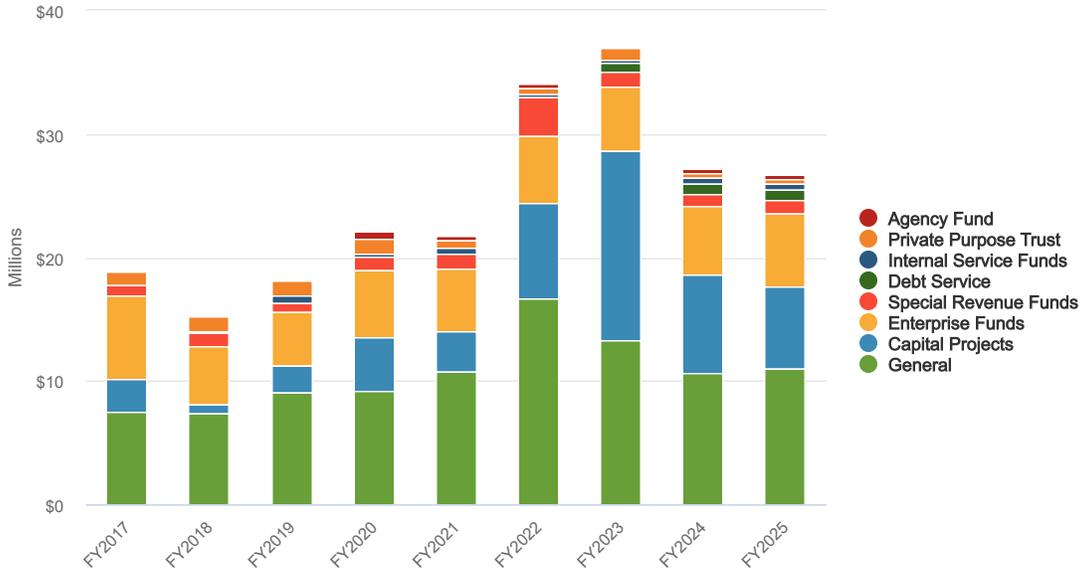


Revenue by Fund

2025 Revenue by Fund



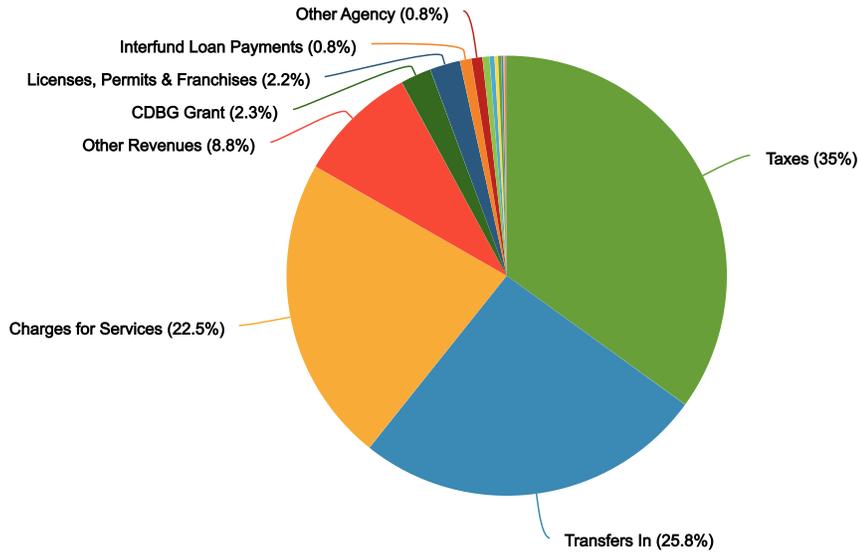
Budgeted and Historical Revenue by Fund



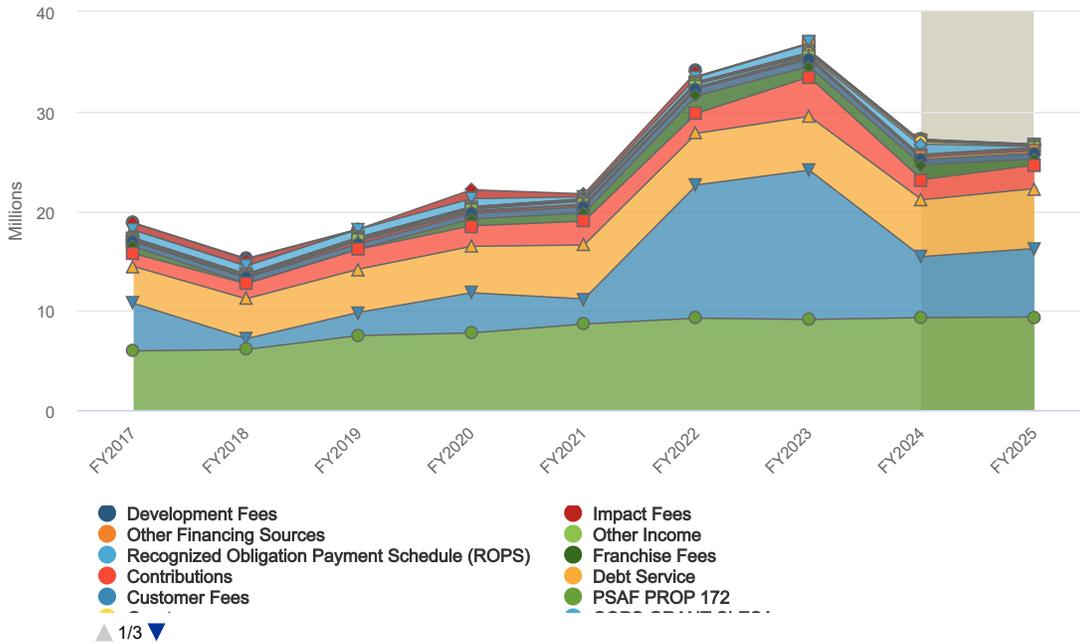
Revenues by Source

The City Wide revenues and sources are developed using a combination of consulting support for Property Tax and Sales Tax forecasts, State governmental Detail Reports/Projections for certain special funds, as well as trend analysis based on historical and anticipated future factors, such as developments under construction or grant awards.

Projected 2025 Revenues by Source



Budgeted and Historical Revenues by Source



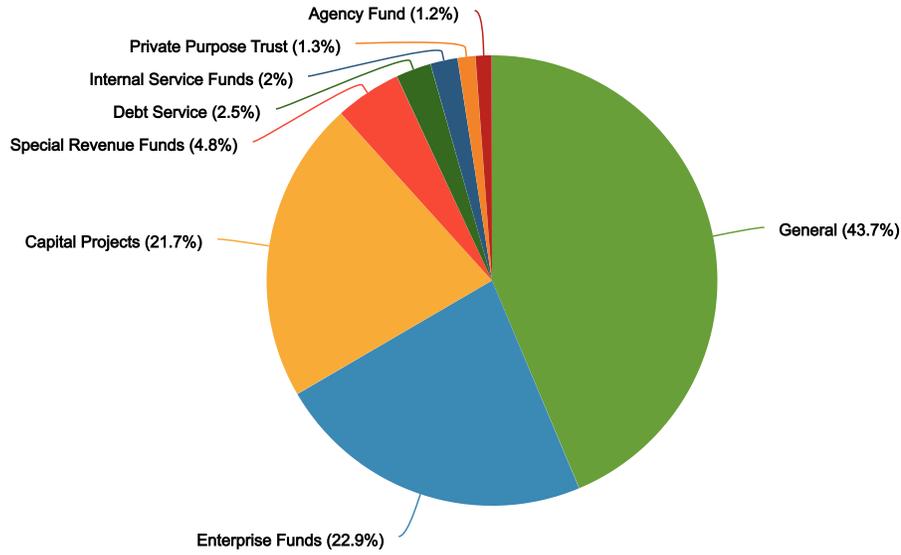
Grey background indicates budgeted figures.



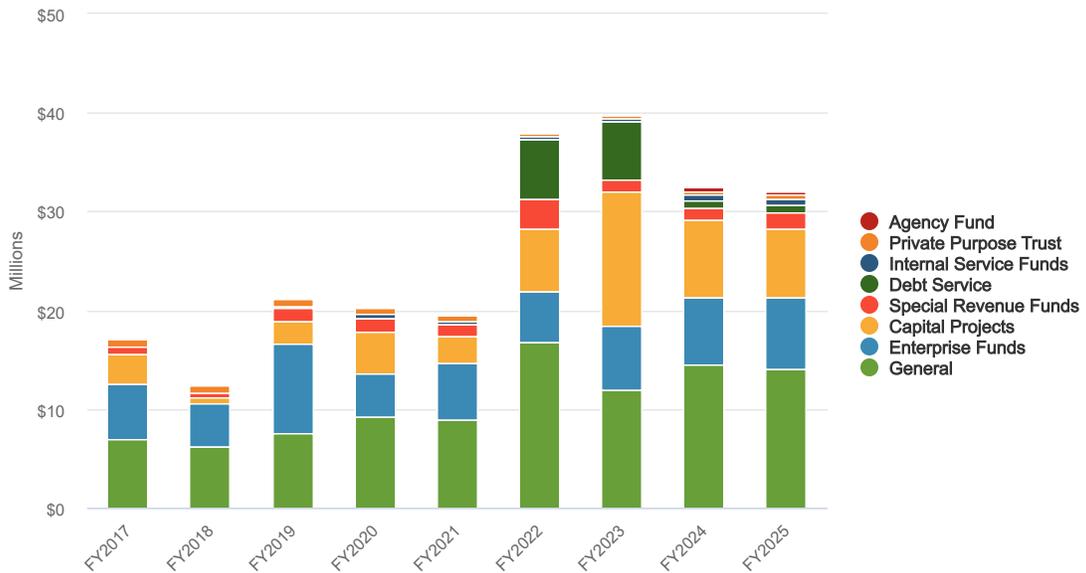
Expenditures by Fund

Expenditures across funds for Fiscal Year 2024/25 have decreased, mainly due to decreased investments in capital projects as projects have been completed. This decrease is approximately 6.0% or \$1.96M when compared to the Prior Year.

2025 Expenditures by Fund

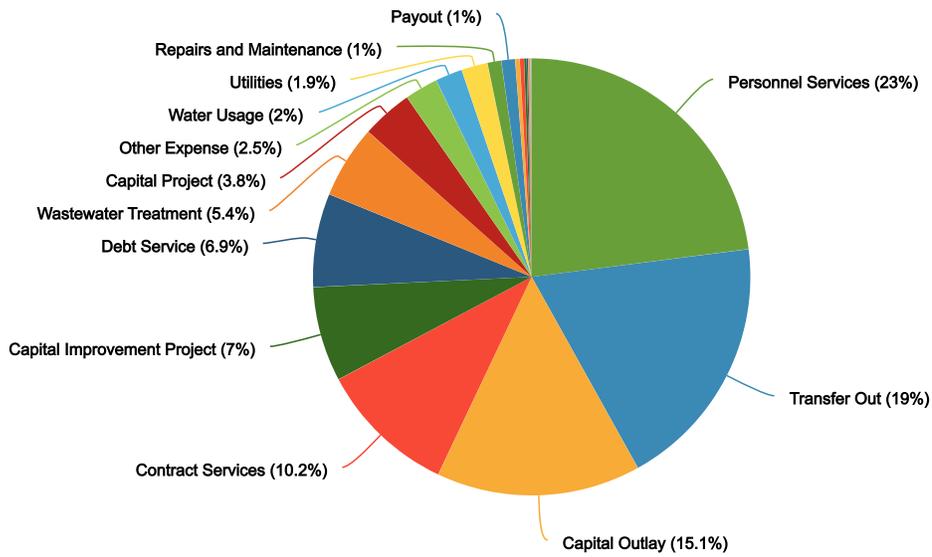


Budgeted and Historical Expenditures by Fund

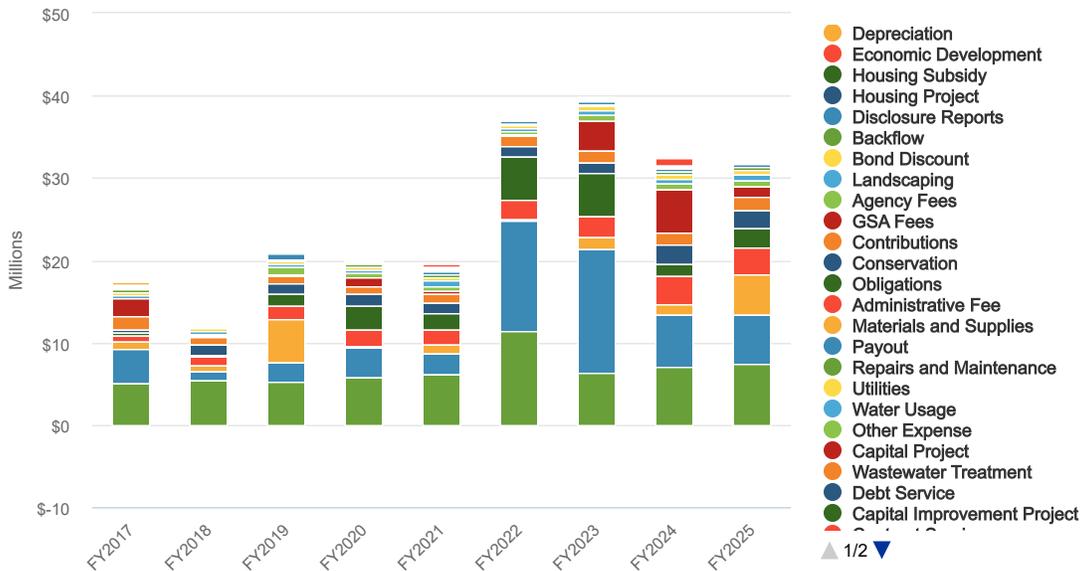


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Please see digital budget book [here](#) for expanded key of expense types included above.



The General Fund is the City's unrestricted source of revenues and expenditures; it is the largest government-type fund with a Fiscal Year 2024/25 year-end reserve estimated at \$4.9 million.

The General Fund supports all non-enterprise departments and more than 50% of the City's total personnel service costs. Elected and appointed officials, Recreation and Facilities, Planning and Community Development, Public Works (except water and sewer), and the Police Department are all dependent on the General Fund for their operations.



General Fund

General Funds can be used for any municipal purpose, including the general operations of the City, and to fund basic City services such as police, park and street maintenance, and recreational services. Examples of revenue sources for General Funds include: property taxes, sales taxes, licenses and permits, rents, charges for services, investment earnings, and payments received from other governmental agencies.

This is a major fund for the City as it accounts for more than 10% of the City-Wide Revenues and Expenses during a Fiscal Year.

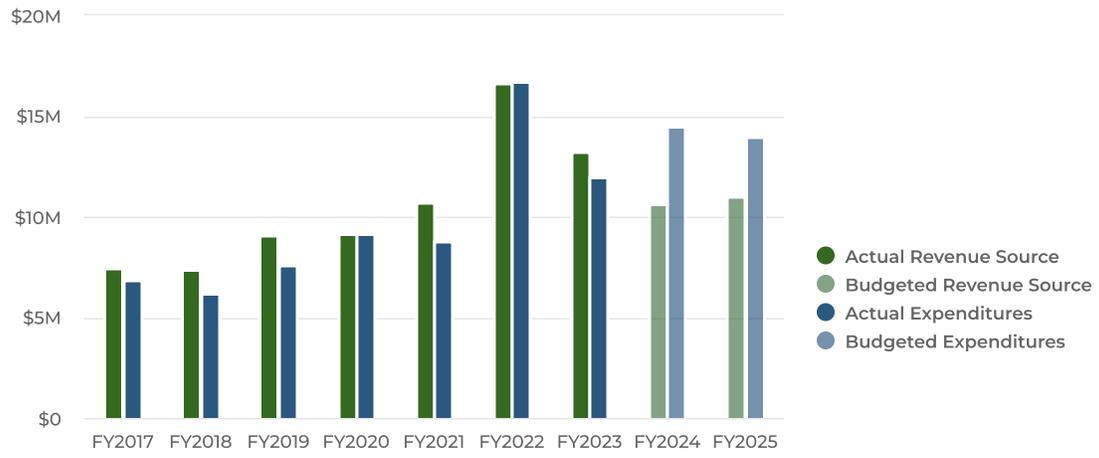
Summary

Total Revenues for Fiscal Year 2024/25 are budgeted at \$11.0M; a 2.9% increase over the fiscal Year 2023/24 adopted budget and a 0.8% decrease over the estimated actual revenues for Fiscal Year 2023/24. Comparing the adopted budget to the proposed budget, the increase is primarily due to moderate growth in tax revenues and other revenues. Comparing the proposed 2024/25 budget to the estimated actual for Fiscal Year 2023/24, the increase is also primarily due to moderate growth in tax revenues and other revenues.

Total Expenses for Fiscal Year 2024/25 are budgeted at \$12.3M, a 15.2% decrease over Fiscal Year 2023/24 adopted budget and a 2.5% increase from the estimated actual. These increased costs are primarily due to increased staffing costs such as workers' comp insurance, health benefits, and pensions, as well as the increase in liability insurance due to large catastrophic claims hitting the global insurance market. Increases from estimated actual are primarily due to negotiated Cost of Living Adjustments.

Total Sources and Uses are primarily funding debt payments for the new debt service fund as well as interfund debt service receipts from the enterprise funds.

Transfers In to the General Fund are primarily for the Cops Grant's Fund to contribute back to the Police Department related activities. Transfers Out primarily fund government capital projects including streets and parks. The total transfers out for Fiscal Year 2024/25 are budgeted at \$5.5M, a 7.4% increase over Fiscal Year 2023/24 adopted budget, and an 88.4% increase over the estimated Fiscal Year 2023/24 actual. We are proud to be able to fund significant projects in the upcoming year, so please refer to the capital improvement section of the budget book for the details on the projects that are planned near you.



Consolidated Financial Schedule

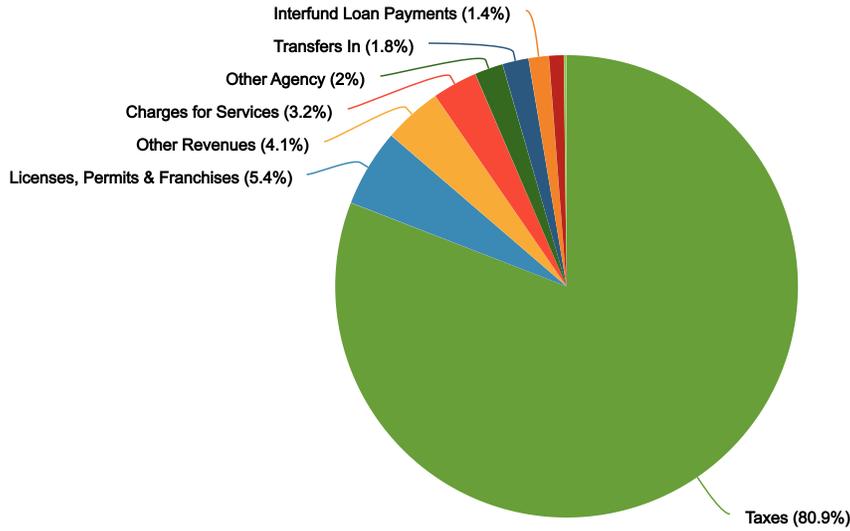
	2020-2021	2021-2022	2022-2023	2023-2024	2023-2024	Increase /	2024-2025	Inc
Account Number	Total	Total	Total	Adopted	Est.	(Decrease)	Proposed	(De
Fund: 101 - GENERAL FUND	Activity	Activity	Activity	Actuals	Actuals	Actuals	Actuals	Actuals
Revenue								
601 - PROPERTY TAX	\$ 1,773,535	\$ 1,873,508	\$ 1,967,056	\$ 2,131,758	\$ 2,060,765	\$ (70,993) (0.03)	\$ 2,123,996	\$ (7,
603 - SALES TAX	\$ 5,837,741	\$ 6,230,425	\$ 6,024,055	\$ 6,084,000	\$ 5,990,807	\$ (93,193) (1.53)	\$ 6,027,000	\$ (57,0
604 - OTHER TAX	\$ 668,954	\$ 723,670	\$ 678,562	\$ 652,300	\$ 740,715	\$ 88,415 13.55	\$ 752,500	\$ 100,
606 - LICENSE & FRANCHISE	\$ 623,563	\$ 686,807	\$ 718,840	\$ 556,500	\$ 652,079	\$ 95,579 17.18	\$ 597,400	\$ 40,
607 - RENTS	\$ 71,712	\$ 80,114	\$ 102,863	\$ 78,000	\$ 133,135	\$ 55,135 70.69	\$ 114,000	\$ 36,
608 - REVENUE - OTHER AGENCIES	\$ 200,751	\$ 107,218	\$ 151,897	\$ 207,150	\$ 237,415	\$ 30,265 14.61	\$ 218,870	\$ 11
609 - OTHER REVENUE	\$ 237,173	\$ 316,772	\$ 2,303,881	\$ 45,058	\$ 127,365	\$ 82,307 182.67	\$ 97,050	\$ 51
620 - CHARGES FOR SVS	\$ 973,083	\$ 493,861	\$ 529,374	\$ 420,926	\$ 392,857	\$ (48,069) (11.56)	\$ 356,326	\$ (64,6
640 - CHARGES FOR SVA-PUB SFTY	\$ 61,991	\$ 79,433	\$ 73,406	\$ 58,000	\$ 66,560	\$ 8,560 14.76	\$ 61,200	\$ 3,
660 - CONTRIBUTIONS	\$ 1,451	\$ 10,231	\$ 7,886	\$ 3,500	\$ 2,780	\$ (720) (20.57)	\$ 6,300	\$ 2,
680 - SPECIAL REVENUES	\$ 41,429	\$ 89,838	\$ 101,574	\$ 53,500	\$ 96,600	\$ 43,100 80.56	\$ 98,700	\$ 45,
Total Revenue:	\$ 10,491,382	\$ 10,691,875	\$ 12,659,394	\$ 10,290,692	\$ 10,501,078	\$ 190,386 1.85	\$ 10,453,342	\$ 162,
Expense								
Department 10 - CITY COUNCIL	\$ 119,672	\$ 174,632	\$ 141,150	\$ 170,457	\$ 156,673	\$ (13,784) (8.09)	\$ 183,606	\$ 13
Department 11 - CITY MANAGER	\$ 780,511	\$ 977,867	\$ 689,672	\$ 741,811	\$ 705,992	\$ (35,819) (4.83)	\$ 935,990	\$ 194
Department 12 - ADMINISTRATIVE SRVCS	\$ 314,145	\$ 482,146	\$ 421,651	\$ 508,290	\$ 486,591	\$ (21,699) (4.27)	\$ 527,880	\$ 19
Department 17&25 - COMMUNITY DEVELOPMENT	\$ 791,629	\$ 1,207,949	\$ 921,758	\$ 1,159,735	\$ 1,051,153	\$ (108,582) (9.36)	\$ 942,168	\$ (217,
Department 18-22 - PUBLIC WORKS COMBINED	\$ 1,030,207	\$ 1,555,498	\$ 1,309,049	\$ 1,400,181	\$ 1,510,106	\$ 109,925 7.85	\$ 1,738,486	\$ 338
Department 23 - POLICE	\$ 4,022,444	\$ 7,570,383	\$ 4,078,078	\$ 5,017,822	\$ 4,824,814	\$ (193,008) (3.85)	\$ 5,153,304	\$ 135,
Department 24 - RECREATION	\$ 323,186	\$ 601,239	\$ 413,784	\$ 449,530	\$ 416,981	\$ (32,549) (7.24)	\$ 502,432	\$ 52
Total Expense:	\$ 7,381,794	\$ 12,569,714	\$ 7,975,142	\$ 9,447,826	\$ 9,152,310	\$ (295,516) (3.13)	\$ 9,983,866	\$ 536,
Other Sources/(Uses)								
000 - LOAN PAYMENTS RECEIVED	\$ -	\$ -	\$ -	\$ 155,741	\$ 155,741	\$ (155,741) (100.00)	\$ 155,741	
808 - DEBT SERVICE	\$ (11,855)	\$ (71,256)	\$ 50,440	\$ (819,373)	\$ (793,843)	\$ 25,530 312.10	\$ (815,823)	\$ 3
809 - CAPITAL OUTLAY	\$ (16,646)	\$ (55,456)	\$ (31,550)	\$ (7,875)	\$ (279,900)	\$ (272,025) 3,454.29	\$ (225,610)	\$ (217,
Net Other Sources/(Uses)	\$ (28,501)	\$ (126,712)	\$ 18,890	\$ (671,507)	\$ (918,002)	\$ (246,495) 36.71	\$ (885,692)	\$ (214,
Transfers In/(Out)								
670 - TRANSFR IN & OTHR SOURCES	\$ 219,431	\$ 5,934,212	\$ 391,922	\$ 202,000	\$ 244,000	\$ 720 0.36	\$ 208,200	
810 - TRANS OUT & OTHER USES	\$ (1,567,550)	\$ (4,144,478)	\$ (4,052,652)	\$ (4,270,043)	\$ (1,823,332)	\$ 2,446,711 (57.30)	\$ (4,417,500)	\$ (147,
Net Transfers In/(Out)	\$ (1,348,119)	\$ 1,789,734	\$ (3,660,731)	\$ (4,068,043)	\$ (1,579,332)	\$ 2,447,431 (56.94)	\$ (4,209,300)	\$ (147,
Total Fund: 101 - GENERAL FUND:	\$ 1,732,968	\$ (214,817)	\$ 1,042,411	\$ (3,896,684)	\$ (1,148,566)	\$ 2,686,838 (15.26)	\$ (4,625,516)	\$ (735,
Ending Fund Balance:	\$ 9,120,138	\$ 8,905,321	\$ 9,947,732	\$ 3,745,713	\$ 8,799,166		\$ 4,173,650	
Required Reserve:	\$ 1,845,449	\$ 3,142,429	\$ 1,993,786	\$ 2,361,957	\$ 2,288,078		\$ 2,495,967	
Reserve In Excess	\$ 7,274,690	\$ 5,762,892	\$ 7,953,946	\$ 1,383,757	\$ 6,511,088		\$ 1,677,683	
Total Reserve % of Operating Expenses	124%	71%	125%	40%	96%		42%	



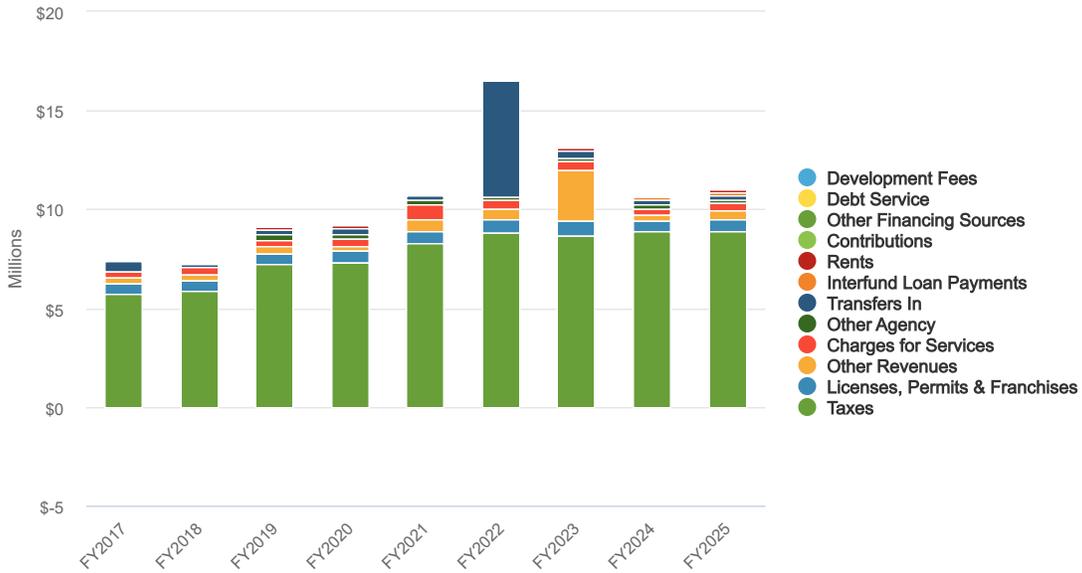
Revenues by Source

This chart and supporting detail include the balance of transfers in from other funds in combination with other revenue sources. These funds are usually included after other sources and uses and not relied upon as direct receipts for general funds use and as such are not a part of managements evaluation for operating revenues.

Projected 2025 Revenues by Source



Budgeted and Historical Revenues by Source



Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Revenue Source						
Taxes						



Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Property Tax						
PROP. TAX-CURRENT	\$585,646	\$622,186	\$694,610	\$696,300	\$717,900	\$756,609
PROP. TAX-CURR YR SUPPLEMENT	\$21,010	\$38,343	\$41,662	\$15,200	\$24,135	\$15,200
PROP. TAX-UNSECURED	\$42,842	\$45,328	\$40,904	\$55,000	\$88,745	\$24,447
PROP. TAX-PY SUPPLEMENTAL	-\$19	-\$46	-\$62	\$0	\$0	\$0
PROP. TAX-PY SEC/UNSEC	\$700	\$846	\$933	\$0	\$0	\$0
PROP. TAX-HOMEOWNER EXEMP	\$8,042	\$7,955	\$7,724	\$0	\$1,140	\$0
PROP. TAX-INCR RESID	\$373,031	\$392,894	\$362,982	\$510,000	\$374,820	\$442,250
PROP. TAX-IN-LIEU OF VLF	\$742,251	\$764,208	\$818,272	\$855,258	\$853,975	\$885,490
PROP TAX - OTHER	\$30	\$1,793	\$31	\$0	\$50	\$0
Total Property Tax:	\$1,773,535	\$1,873,508	\$1,967,056	\$2,131,758	\$2,060,765	\$2,123,996
Sales Tax						
SALES TAX	\$2,883,312	\$3,041,885	\$2,916,524	\$2,969,000	\$2,871,000	\$2,912,000
SALES TAX-MEAS. A	\$64	\$3,809	\$6,560	\$0	\$4,807	\$0
SALES TAX-MEAS. G/S	\$2,954,366	\$3,184,731	\$3,100,971	\$3,115,000	\$3,115,000	\$3,115,000
Total Sales Tax:	\$5,837,741	\$6,230,425	\$6,024,055	\$6,084,000	\$5,990,807	\$6,027,000
Other Tax						
TRANSFER TAX	\$54,440	\$76,429	\$30,956	\$52,000	\$27,715	\$52,000
CANNABIS-BUSINESS TAX	\$592,014	\$644,490	\$619,670	\$600,000	\$710,000	\$700,000
CANNABIS-LICENSE FEE	\$1,500	\$2,750	\$3,050	\$300	\$500	\$500
CANNABIS-APPLICATION FEE	\$21,000	\$0	\$24,886	\$0	\$2,500	\$0
Total Other Tax:	\$668,954	\$723,670	\$678,562	\$652,300	\$740,715	\$752,500
Total Taxes:	\$8,280,230	\$8,827,602	\$8,669,672	\$8,868,058	\$8,792,287	\$8,903,496
Interfund Loan Payments						
INTERFUND LOAN PMTS RECEIVED	\$0	\$0	\$0	\$155,741	\$155,741	\$155,741
Total Interfund Loan Payments:	\$0	\$0	\$0	\$155,741	\$155,741	\$155,741
Licenses, Permits & Franchises						
BUSINESS LICENSE	\$82,873	\$79,042	\$79,190	\$80,000	\$147,045	\$100,000
BUSINESS LICENSE LATE CHRG	\$5,208	\$3,793	\$8,244	\$1,000	\$7,040	\$1,000
FRANCHISE-ELECTRIC	\$67,387	\$69,734	\$77,731	\$71,000	\$81,000	\$84,000
FRANCHISE-GAS	\$20,826	\$24,004	\$29,480	\$20,000	\$0	\$20,000
FRANCHISE-CABLE TV	\$88,644	\$96,166	\$95,636	\$89,000	\$97,000	\$99,900
FRANCHISE-VIDEO SERVICE	\$6,999	\$2,966	\$1,290	\$8,000	\$1,000	\$5,000
FRANCHISE-GARBAGE	\$351,626	\$411,100	\$427,269	\$287,500	\$318,994	\$287,500
Total Licenses, Permits & Franchises:	\$623,563	\$686,807	\$718,840	\$556,500	\$652,079	\$597,400
Rents						
RENTS - FACILITIES	\$5,360	\$34,433	\$49,727	\$30,000	\$60,000	\$60,000
PARK PERMIT FEE	\$0	\$1,842	\$4,015	\$0	\$3,400	\$6,000
RENTS-OTHER	\$46,352	\$43,839	\$49,121	\$48,000	\$63,735	\$48,000



Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
RENTS-TRAIN DEPOT	\$20,000	\$0	\$0	\$0	\$6,000	\$0
Total Rents:	\$71,712	\$80,114	\$102,863	\$78,000	\$133,135	\$114,000
Other Agency						
MOTOR VEHICLE IN-LIEU	\$5,525	\$8,582	\$0	\$6,500	\$9,370	\$6,500
STATE MANDATED COSTS SB90	\$8,844	\$4,981	\$0	\$0	\$27,395	\$5,000
SSU SAFETY CONTRACT SVCS.	\$186,381	\$93,654	\$151,897	\$200,650	\$200,650	\$207,370
Total Other Agency:	\$200,751	\$107,218	\$151,897	\$207,150	\$237,415	\$218,870
Other Revenues						
CASH OVER / UNDER	\$839	\$168	\$291	\$0	\$0	\$0
REIMB	-\$134	\$583	\$87	\$0	\$0	\$0
REIMB-RTRND CHECK FEE	\$25	\$0	\$0	\$0	\$0	\$0
REIMB-REMIF	\$0	\$6,145	\$46,126	\$0	\$0	\$0
REV. OTHER	\$18,696	\$195,330	\$183,441	\$0	\$3,135	\$0
REV. OTHER-DAMAGE TO CITY PROP	\$19,268	\$9,349	\$20,815	\$0	\$8,315	\$0
REV. OTHER-DOC RETRIEVAL/REPRO	\$95	\$1,245	\$1,562	\$0	\$735	\$0
REV. OTHER-SALE OF FIXED ASSET	\$0	\$0	\$2,000,000	\$0	\$0	\$0
REV. OTHER-GRATON MITIGATION	\$11,702	\$16,048	\$17,069	\$12,808	\$4,250	\$0
REV. OTHER - REBATE/INCENTIVE	\$0	\$0	\$3,096	\$0	\$0	\$0
REV. OTHER-EV CHARGING STATION	\$2,072	\$4,313	\$3,835	\$2,500	\$8,140	\$8,150
INVESTMENT EARNINGS	\$45,187	\$19,298	\$75,269	\$45,600	\$200,000	\$200,000
INVESTMENT EARNINGS-FMV	\$60	\$0	\$0	\$0	\$0	\$0
REIMB-ADMIN COSTS	\$135,887	\$8,036	\$17,385	\$5,000	\$2,655	\$2,000
REIMB-MHP RENT STABILIZATION	\$562	\$1,474	\$0	\$0	\$0	\$0
REIMBURSE ADMIN COSTS	\$54,123	\$16,419	\$6,495	\$0	\$0	\$0
REIMB-ADMIN COSTS	\$35,905	\$66,923	\$12,627	\$27,450	\$93,920	\$86,600
PLAN RECOVERY FEE	\$0	\$0	\$0	\$15,740	\$0	\$15,740
REIMB-ADMIN COSTS ENTITLEMENT	\$56,298	\$87,060	\$64,103	\$91,500	\$47,000	\$18,300
REIMB-ADMIN COSTS	\$20,380	\$39,884	\$37,888	\$20,000	\$10,200	\$20,000
VETS PARK LANDSCAPE REIMB	-\$550	\$250	-\$1,650	\$2,300	\$0	\$2,300
REIMB-ADMIN COSTS	\$93,011	\$0	\$0	\$0	\$0	\$0
REIMB-ABC GRANT	\$0	\$0	\$9,675	\$0	\$5,000	\$0
REIMB	\$0	\$0	\$275	\$0	\$0	\$0
RECREATION - REV. OTHER	\$2,120	\$0	\$136	\$0	\$0	\$0
REIMB-ADMIN COSTS	\$0	\$0	\$3,077	\$0	\$0	\$0
CONTRACT CLASS REVENUE	\$32,237	\$80,885	\$86,508	\$45,000	\$82,000	\$85,000
CODE ENFORCEMENT	\$54,750	-\$6,426	\$13,005	\$10,000	\$10,000	\$10,000
Total Other Revenues:	\$582,535	\$546,983	\$2,601,116	\$277,898	\$475,350	\$448,090
Charges for Services						



Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
BLUEPRINT/MAP REPRODUCTION	\$78	\$1,580	\$250	\$50	\$2,000	\$100
BUILDING PERMIT REVENUE	\$413,526	\$217,909	\$191,815	\$165,000	\$180,000	\$175,000
BUILDING PLAN CHECK	\$27,272	\$31,439	\$6,796	\$20,000	\$20,000	\$20,000
CBSC BUILDING STDS SB 1473	\$169	\$36	\$46	\$200	\$67	\$200
CERTIFICATE OF COMPLIANCE	\$0	\$670	\$0	\$0	\$0	\$0
CONDITIONAL USE PERMIT REVIEW	\$0	\$0	\$0	\$0	\$0	-\$4,552
ENERGY/TITLE 24 FEE	\$27,413	\$2,943	\$2,640	\$3,000	\$485	\$3,000
GROWTH MANAGEMENT REVIEW	\$0	\$1,200	\$0	\$0	\$0	\$0
INCREMENTAL FEE	\$18,757	\$7,508	\$8,014	\$5,000	\$6,000	\$6,000
MISCELLANEOUS FEES	\$150	\$525	\$50	\$0	\$320	\$0
OUTSIDE PLAN REVIEW	\$57,469	\$23,869	\$39,305	\$25,000	\$23,440	\$25,000
PLAN REVISION CHECKING	\$690	\$1,635	\$2,288	\$0	\$3,570	\$0
PRE/FINAL DESIGN REVIEW	\$8,761	\$8,762	\$7,696	\$5,000	\$5,520	\$5,000
SIGN PERMIT	\$325	\$1,000	\$0	\$0	\$800	\$200
STRONG MOTION FEE	-\$1,144	\$42	\$171	\$250	\$100	\$100
TECHNOLOGY FEE	\$23,136	\$7,394	\$7,976	\$5,000	\$6,000	\$5,000
TREE REPLACEMENT FEE	\$36,065	\$1,325	\$1,642	\$500	\$1,200	\$1,000
ZONING RESEARCH LETTER	\$135	\$0	\$366	\$200	\$0	\$200
Concept/Preliminary Development Review	\$0	\$2,406	\$0	\$3,986	\$0	\$3,986
ENG PLN CHK-BLDG PERMIT REV	\$10,870	\$19,176	\$28,404	\$14,000	\$2,500	\$14,000
GRADING PLAN CHECK	\$0	\$640	\$1,404	\$0	\$0	\$0
MAJOR ENCROACHMENT PERMIT	\$20,000	\$0	\$30,269	\$5,000	\$10,000	\$5,000
MINOR ENCROACH-NON-CONST.	\$2,238	\$6,049	\$1,315	\$1,500	\$1,000	\$1,500
MINR ENCROACH-CONST.	\$50,560	\$18,146	\$42,646	\$20,000	\$35,000	\$20,000
REIMB-ADMIN COSTS	\$8,735	\$9,580	\$20,823	\$5,000	\$25,000	\$5,000
POST REIMBURSEMENT	\$0	\$5,951	\$8,791	\$3,500	\$18,000	\$7,000
PERMIT-ALARM	\$2,490	\$2,560	\$1,920	\$3,000	\$2,500	\$3,000
PERMIT-OTHER	\$0	\$0	\$0	\$0	\$7,300	\$0
ANIMAL CONTROL	\$7,095	\$5,800	\$3,355	\$5,000	\$650	\$5,000
IMPOUND/ABATEMENT/RELEASE	\$6,440	\$6,641	\$8,532	\$6,000	\$5,000	\$6,000
REPOSSESSION FEE	\$190	\$0	\$270	\$0	\$390	\$0
SUBPOENA FEES	\$0	\$0	\$0	\$0	\$400	\$0
POLICE-COPIES/REPRO/REPORTS	\$2,451	\$3,982	\$2,795	\$1,500	\$2,800	\$1,500
FINGERPRINT REQUEST	\$0	\$0	\$0	\$500	\$0	\$200
PARKING ENFORCEMENT	\$6,055	\$16,995	\$16,003	\$8,500	\$5,000	\$8,500
DISTURBANCE-NOISE	\$1,400	\$0	\$100	\$0	\$400	\$0
TRAFFIC/CRIMINAL CODE FINES	\$33,427	\$36,735	\$30,233	\$30,000	\$23,500	\$30,000
FINES & FORFEITURES	\$1,666	\$19	\$207	\$0	\$0	\$0
REV. OTHER	\$777	\$750	\$1,199	\$0	\$620	\$0
Total Charges for Services:	\$767,196	\$443,266	\$467,322	\$336,686	\$389,562	\$346,934
Development Fees						
HOUSING LINKAGE FEE	\$0	\$0	\$0	\$0	\$0	-\$2,000



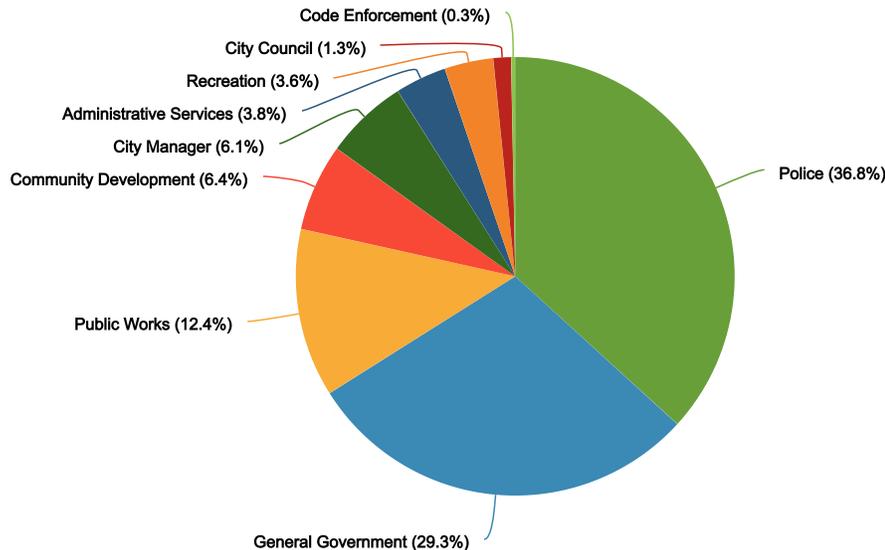
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Total Development Fees:	\$0	\$0	\$0	\$0	\$0	-\$2,000
Debt Service						
OTHER INTEREST	\$11,407	\$419	\$111,969	\$0	\$895	\$0
Total Debt Service:	\$11,407	\$419	\$111,969	\$0	\$895	\$0
Contributions						
CONTRIBUTIONS	\$0	\$1,732	\$971	\$1,000	\$0	\$1,000
CONTRIBUTIONS	\$270	\$0	\$0	\$0	\$0	\$0
CONTRIBUTIONS	-\$304	\$7,885	\$6,759	\$2,500	\$2,580	\$5,000
SCHOLARSHIP FUNDING	\$1,485	\$671	\$275	\$300	\$200	\$300
SCHOLARSHIP AWARDS	\$0	-\$57	-\$120	-\$300	\$0	\$0
SPECIAL EVENTS REVENUE	\$9,192	\$8,953	\$15,066	\$8,500	\$14,600	\$13,700
Total Contributions:	\$10,643	\$19,184	\$22,952	\$12,000	\$17,380	\$20,000
Transfers In						
OPER TRANS IN-GENL	\$219,431	\$5,936,630	\$391,208	\$202,000	\$244,000	\$202,000
Total Transfers In:	\$219,431	\$5,936,630	\$391,208	\$202,000	\$244,000	\$202,000
Other Financing Sources						
OTHR FINANCING SRCS-GENL	\$0	\$0	\$714	\$0	\$0	\$0
Total Other Financing Sources:	\$0	\$0	\$714	\$0	\$0	\$0
Total Revenue Source:	\$10,767,467	\$16,648,222	\$13,238,553	\$10,694,033	\$11,097,844	\$11,004,531



Expenditures by Function

- Recreation Department — Increase in overall expenditure continues to follow historical trends since FY 18/19.
- Police Department — Primary increase is due to increased insurance costs.
- Public Works Department — Primary increases in budget are due to increased staffing and increased insurance costs.
- Community Development Department — Primary decrease is due to completion of the Housing Element and a reduction in contract services, and adjustments for personnel to meet both the code enforcement and building inspection services, which the department supports.
- Administrative Services Department — Expenditures have increased compared with the prior year's budget. Increases are primarily due to additional staffing, insurance and allocated contract services.
- City Manager Department — Expenditures have increased compared with the prior year's budget. Increases are primarily due to additional staffing, insurance and allocated contract services. There are also other expenses related to continued Economic Development and Public Information Services Initiatives.
- City Council — Expenditures have increased mainly due to increased total health care costs for the Councilmembers.

Budgeted Expenditures by Function



Allocated Departmental Expenditures:

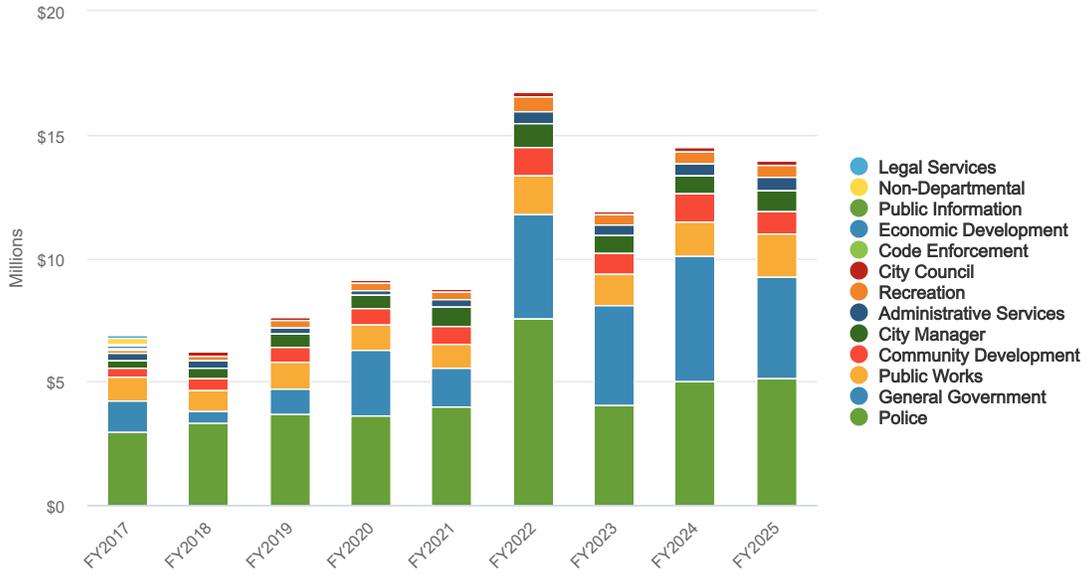
Historically, Legal Services and Non-Departmental expenses were reported within separate departments within the general fund. However, as these services are utilized by all departments, these costs have now been reallocated to all departments using the proportional FTE. As such, there is no budgetary schedule provided herein.

General Government Expenditures represent the General Fund Transfers to Other Governmental Funds:

There are various types of transfers related to other sources and uses of funds. For the budget presented, these transfers are not allocated to a department but rather shown as the general governmental expenditures. See the Capital Improvements section of the budget for further detail on the specific projects proposed within the City General Funds contributions. Most of the funding to be provided for Fiscal Year 2024/25 is only possible due to Measure S.



Budgeted and Historical Expenditures by Function



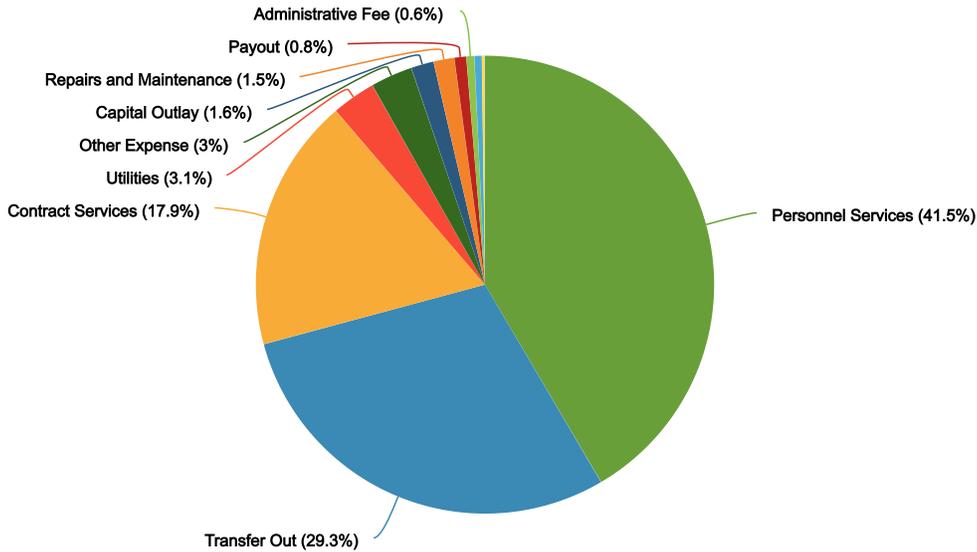
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
General Government	\$1,577,751	\$4,206,540	\$4,002,213	\$5,081,236	\$2,877,075	\$4,101,000
City Council	\$119,658	\$174,632	\$141,150	\$170,457	\$156,673	\$183,606
City Manager	\$772,383	\$977,867	\$689,672	\$741,811	\$705,992	\$855,990
Administrative Services	\$310,961	\$482,146	\$421,651	\$508,290	\$486,591	\$531,160
Non-Departmental		\$0	\$0	\$0	\$0	
Community Development	\$720,162	\$1,143,788	\$839,124	\$1,115,760	\$929,443	\$901,168
Public Works	\$998,817	\$1,555,498	\$1,309,049	\$1,400,181	\$1,510,106	\$1,738,486
Police	\$3,963,892	\$7,570,383	\$4,078,078	\$5,017,822	\$4,824,814	\$5,152,304
Recreation	\$315,960	\$601,239	\$413,784	\$449,530	\$416,981	\$502,432
Code Enforcement	\$60,793	\$64,157	\$82,634	\$43,975	\$121,710	\$41,000
Total:	\$8,840,375	\$16,776,251	\$11,977,355	\$14,529,062	\$12,029,385	\$14,007,146



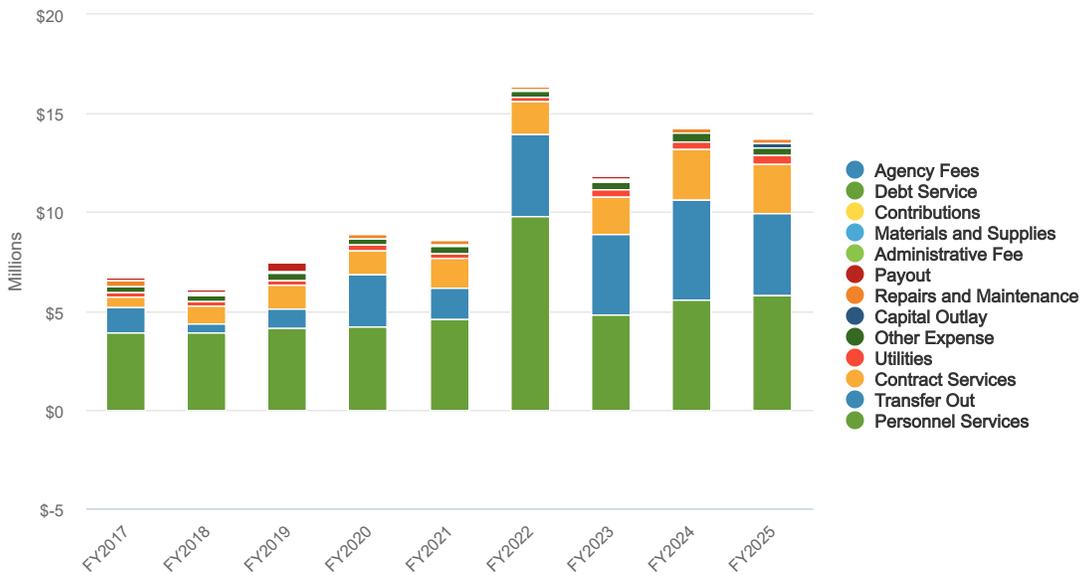
Expenditures by Expense Type

This chart and supporting detail include the balance of transfers out from the general fund as an expenditure. These funds are usually included after other sources and uses and not included within operating expenditures. Please see capital projects detail for more information on the use of these funds.

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



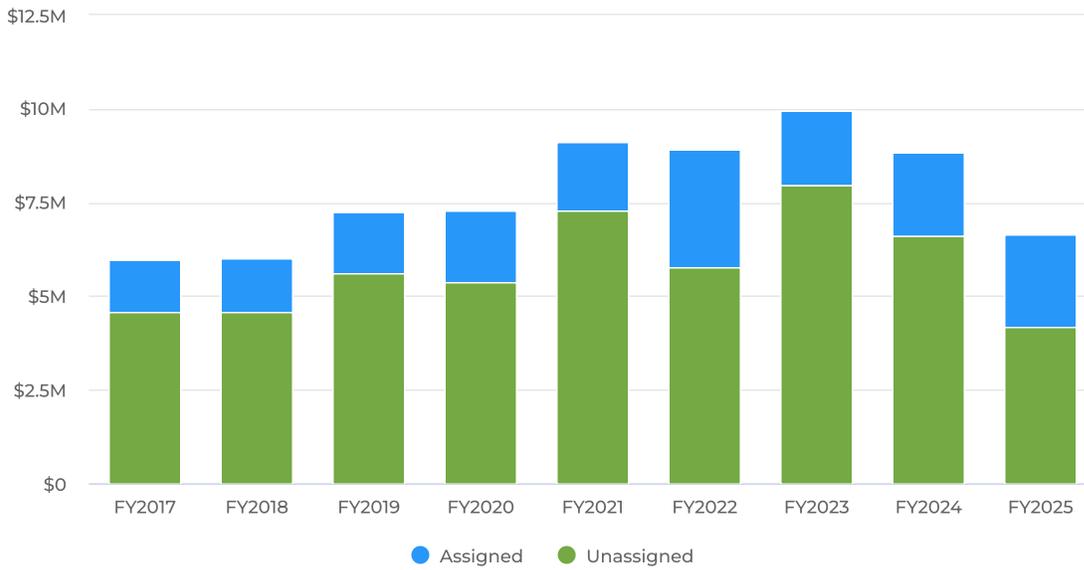
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Expense Objects							
Personnel Services	\$4,576,802	\$9,802,024	\$4,817,072	\$5,575,705	\$5,057,098	\$5,820,950	4.4%
Payout	\$95,876	\$127,743	\$147,303	\$107,770	\$102,125	\$117,170	8.7%
Materials and Supplies	\$77,248	\$81,625	\$101,585	\$76,762	\$106,815	\$73,416	-4.4%
Contract Services	\$1,509,002	\$1,685,827	\$1,935,563	\$2,551,394	\$2,439,344	\$2,586,064	1.4%
Repairs and Maintenance	\$233,947	\$115,371	\$113,920	\$211,200	\$271,495	\$203,700	-3.6%
Utilities	\$297,152	\$245,669	\$335,068	\$381,817	\$403,591	\$435,700	14.1%
Other Expense	\$375,887	\$301,689	\$426,962	\$440,143	\$403,862	\$435,146	-1.1%
Administrative Fee	\$53,674	\$71,130	\$66,121	\$60,980	\$59,430	\$56,180	-7.9%
Debt Service	\$11,855	\$70,554	-\$50,440	\$8,180	-\$17,350	\$4,630	-43.4%
Capital Outlay	\$16,646	\$55,456	\$31,550	\$7,875	\$279,900	\$225,610	2,764.9%
Transfer Out	\$1,567,550	\$4,144,478	\$4,052,652	\$5,081,236	\$2,897,075	\$5,458,933	7.4%
Contributions	\$24,735	\$74,684	\$0	\$26,000	\$26,000	\$25,300	-2.7%
Total Expense Objects:	\$8,840,375	\$16,776,251	\$11,977,355	\$14,529,062	\$12,029,385	\$15,442,799	6.3%



Fund Balance

The fund balance for Fiscal Year 2024/25 is projected to decrease due to use of funds to stimulate significant capital projects during the year with over \$4.1M in transfers out for said projects. The City will continue to maintain the required reserve of 25% of operating expenses.

Projections



Financial Summary	FY2021	FY2022	FY2023	FY2024	FY2025	% Change	\$ Change
Fund Balance	—	—	—	—	—		
Unassigned	\$7,274,690	\$5,762,892	\$8,185,342	\$6,597,678	\$4,162,869	-36.9%	\$-2,434,809
Assigned	\$1,845,449	\$3,142,429	\$1,981,176	\$2,238,499	\$2,473,387	10.5%	\$234,888
Total Fund Balance:	\$9,120,139	\$8,905,321	\$10,166,518	\$8,836,177	\$6,636,256	-24.9%	\$-2,199,921



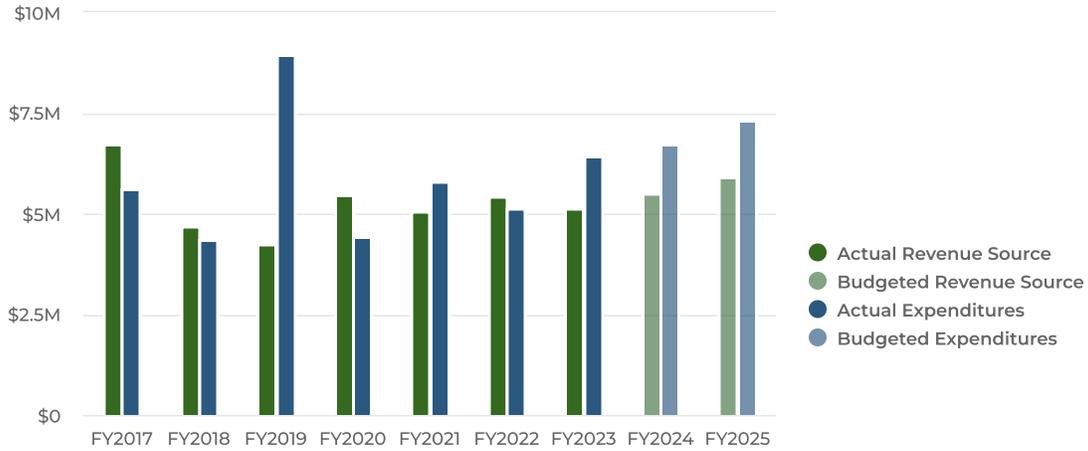


Enterprise Funds (Water/Sewer)

This page is provided as a summary of the enterprise funds for the City, which includes both the Operating and Capital Funds for both Water and Sewer Services provided to the Community. This is for presentational purposes only and the funds are strictly segregated within the financial system.

Summary

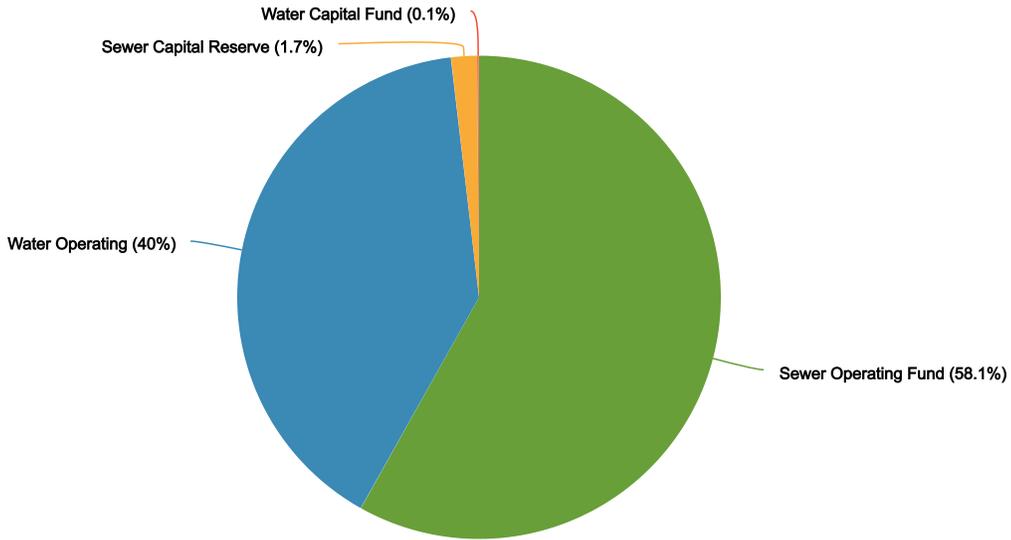
The City of Cotati is projecting \$5.93M of revenue in FY2025, which represents a 7.2% increase over the prior year. Budgeted expenditures are projected to increase by 8.8% to \$7.34M in FY2025.



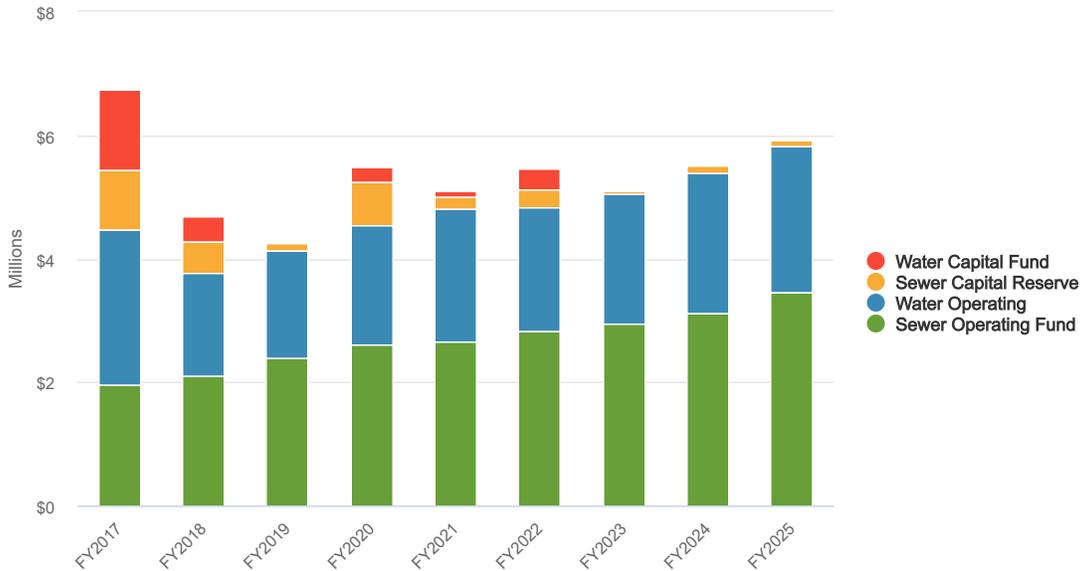
Revenue by Fund

Revenues are primarily derived from fees for services. These fees are subject to independent evaluations with Rate Studies. The City was engaged in a new rate study during Fiscal Year 2021/22 to evaluate the appropriate rates to be applied for services. The rates will be in effect for the subsequent 5 years.

2025 Revenue by Fund



Budgeted and Historical Revenue by Fund

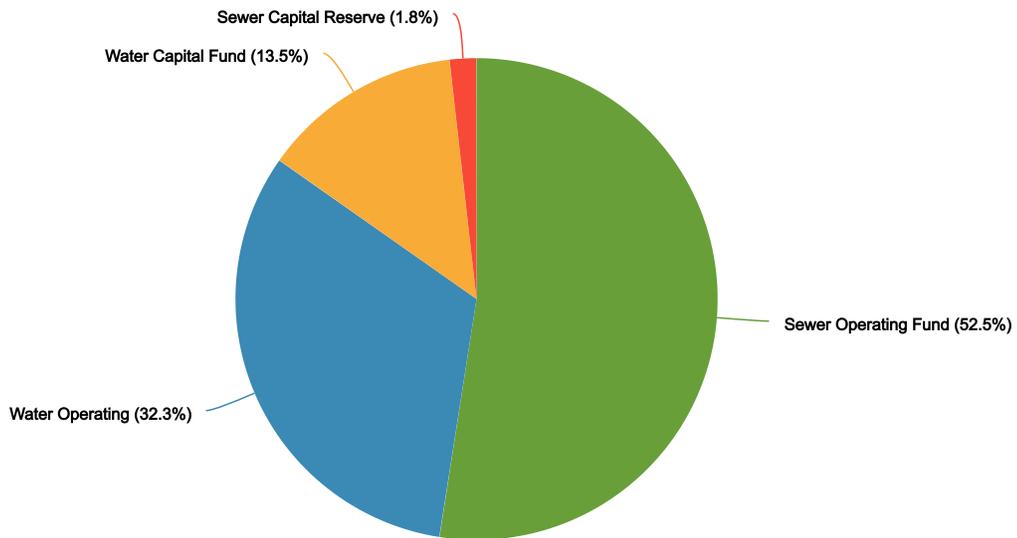


Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Sewer Operating Fund	\$2,667,644	\$2,831,090	\$2,938,131	\$3,109,270	\$3,313,010	\$3,445,300	10.8%
Sewer Capital Reserve	\$192,562	\$299,486	\$48,733	\$122,569	\$292,000	\$103,100	-15.9%
Water Operating	\$2,137,127	\$1,995,039	\$2,106,828	\$2,288,800	\$2,257,424	\$2,370,900	3.6%
Water Capital Fund	\$92,732	\$335,409	\$42,216	\$6,700	\$50,300	\$6,700	0%
Total:	\$5,090,065	\$5,461,024	\$5,135,907	\$5,527,339	\$5,912,734	\$5,926,000	7.2%

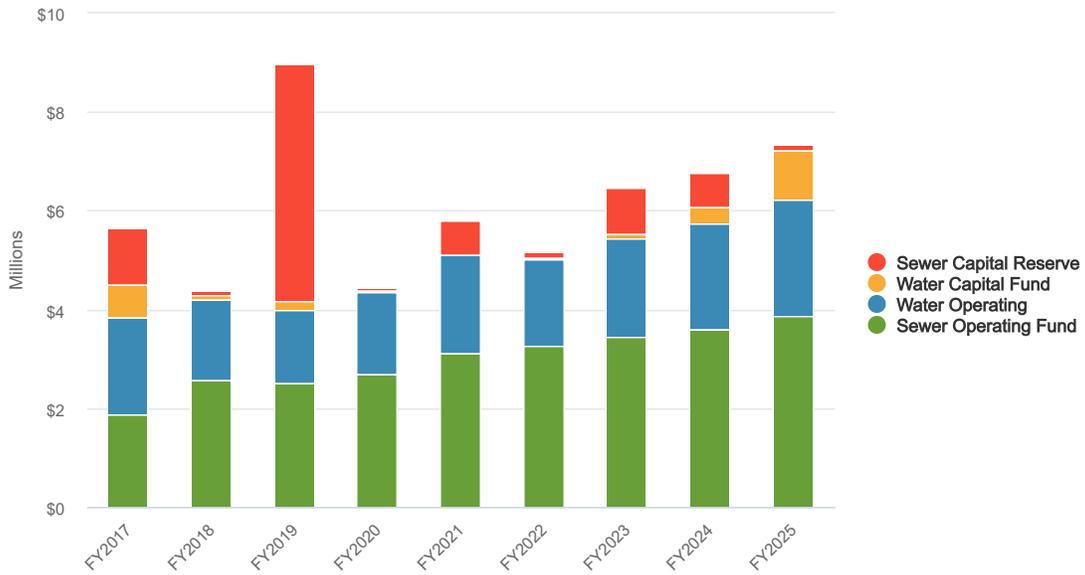
Expenditures by Fund

Expenditures within the operating funds include all the cost to provide services to the utility users including personnel, insurance, cost of water/wastewater treatment, equipment, technological systems, bank fees, etc. Capital Funds are used to support infrastructure improvements and maintenance. See the detail under the expenditure by expense type below.

2025 Expenditures by Fund



Budgeted and Historical Expenditures by Fund

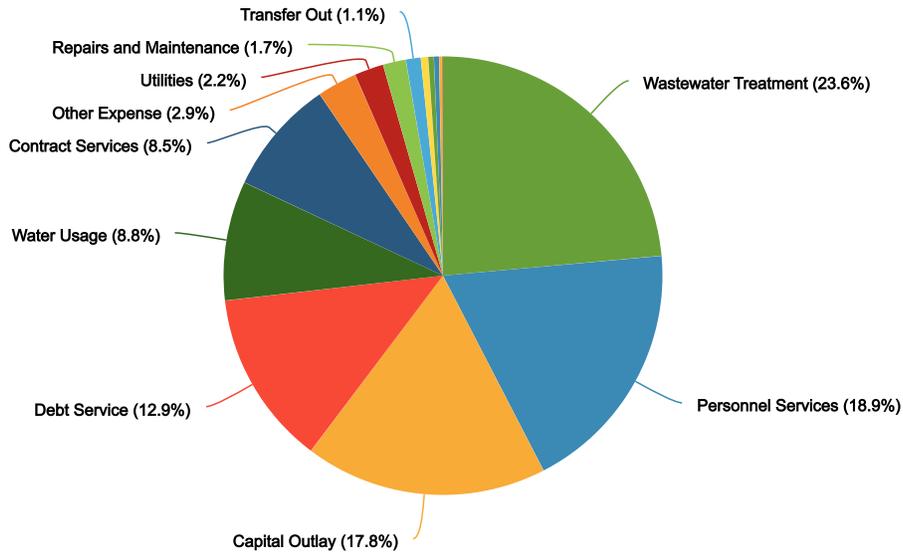


Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Sewer Operating Fund	\$3,098,568	\$3,262,577	\$3,448,666	\$3,593,524	\$3,662,558	\$3,853,156	7.2%
Sewer Capital Reserve	\$702,232	\$116,185	\$938,306	\$695,000	\$591,040	\$131,650	-81.1%
Water Operating	\$1,993,792	\$1,761,769	\$1,990,770	\$2,156,666	\$2,104,371	\$2,368,042	9.8%
Water Capital Fund	\$13,439	\$12,183	\$82,213	\$307,500	\$116,000	\$987,843	221.2%
Total:	\$5,808,031	\$5,152,714	\$6,459,955	\$6,752,690	\$6,473,969	\$7,340,691	8.7%

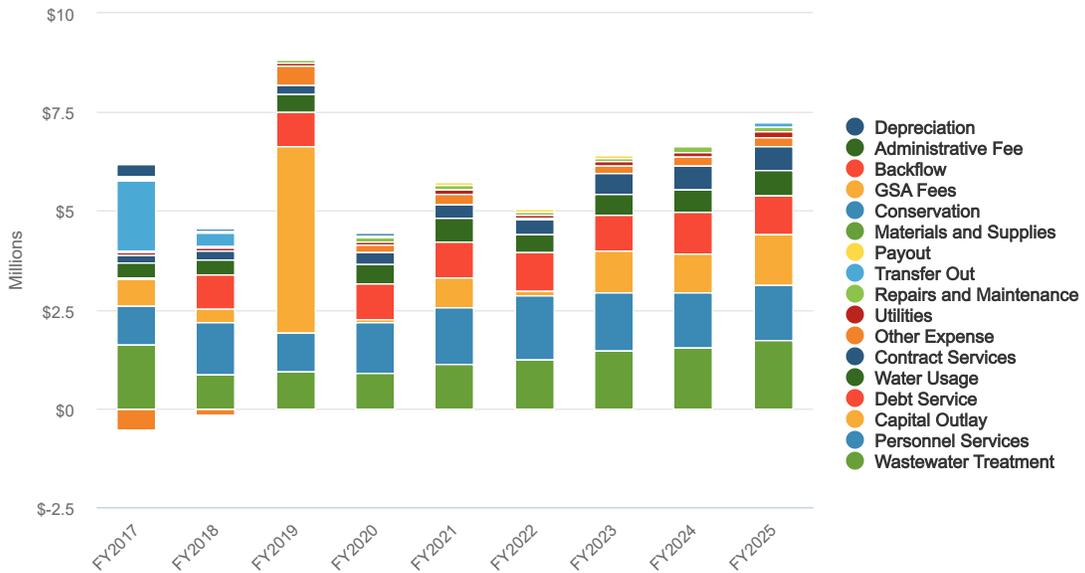


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2023 Estimate vs. FY2024 Proposed Budget (% Change)	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Expense Objects								
Personnel Services	\$1,426,942	\$1,607,213	\$1,462,681	\$1,395,460	\$1,270,667	\$1,385,840	7.7%	-0.7%
Payout	\$76,172	\$64,134	\$70,610	\$53,140	\$39,650	\$40,410	-20.9%	-24%
Materials and Supplies	\$25,575	\$25,530	\$18,629	\$30,236	\$23,843	\$26,633	16.6%	-11.9%
Contract Services	\$348,512	\$368,904	\$526,809	\$635,254	\$507,740	\$625,140	8%	-1.6%
Repairs and Maintenance	\$125,174	\$73,839	\$58,395	\$123,800	\$70,970	\$123,800	5.1%	0%
Utilities	\$113,397	\$90,072	\$116,701	\$131,439	\$114,420	\$158,490	13.6%	20.6%
Other Expense	\$267,365	\$40,520	\$207,048	\$203,616	\$273,750	\$216,333	-15.1%	6.2%
Administrative Fee	-\$4,211	\$650	\$0	\$30	\$100	\$30	0%	0%
Debt Service	\$901,391	\$989,337	\$926,387	\$1,065,474	\$1,033,620	\$948,467	-38%	-11%
Capital Outlay	\$736,086	\$109,597	\$1,034,338	\$1,002,500	\$707,040	\$1,310,688	-35.4%	30.7%
Transfer Out	\$0	\$0	\$0	\$0	\$280,000	\$80,000	0%	N/A
Water Usage	\$602,082	\$453,872	\$511,724	\$531,300	\$567,800	\$645,660	-8.4%	21.5%
Backflow	\$12,406	\$16,580	\$8,006	\$5,000	\$10,600	\$5,000	38.7%	0%
GSA Fees	\$0	\$5,252	\$12,641	\$15,000	\$22,200	\$15,000	18.1%	0%
Wastewater Treatment	\$1,142,028	\$1,250,570	\$1,483,908	\$1,531,641	\$1,531,644	\$1,730,400	3.3%	13%
Conservation	\$35,113	\$56,644	\$22,079	\$28,800	\$19,924	\$28,800	-14.8%	0%
Total Expense Objects:	\$5,808,031	\$5,152,714	\$6,459,955	\$6,752,690	\$6,473,969	\$7,340,691	-13.5%	8.7%





Water Operating

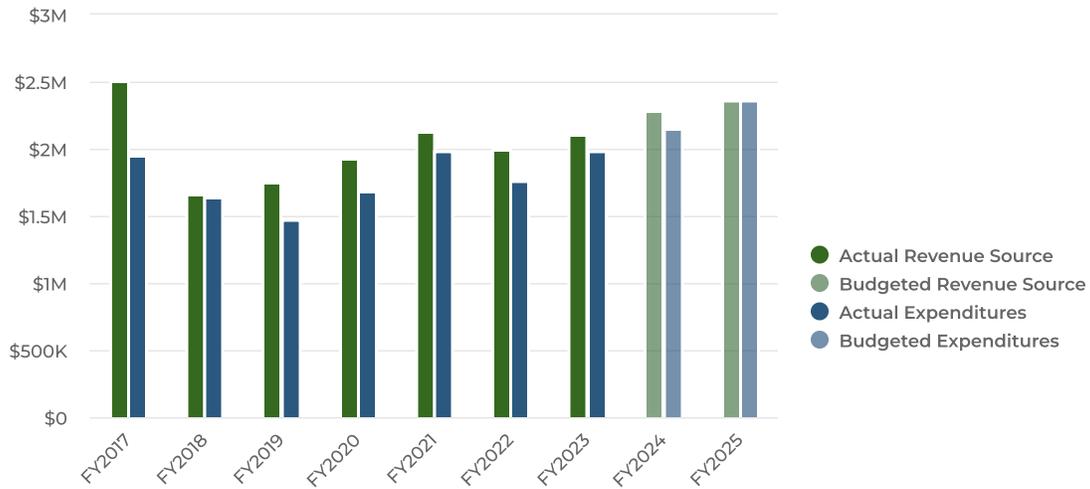
Fund 401

The goal of the Water Division is to: Continuously provide an adequate supply of water that is safe and healthy for customers. Assure fair collection of water revenue by maintaining all City water meters within tolerances established by the American Water Works Association, and by maintaining all consumer meters in proper operating condition.

This is a major fund for the City as it accounts for more that 10% of City-wide Revenues and Expenses during a fiscal year.

Summary

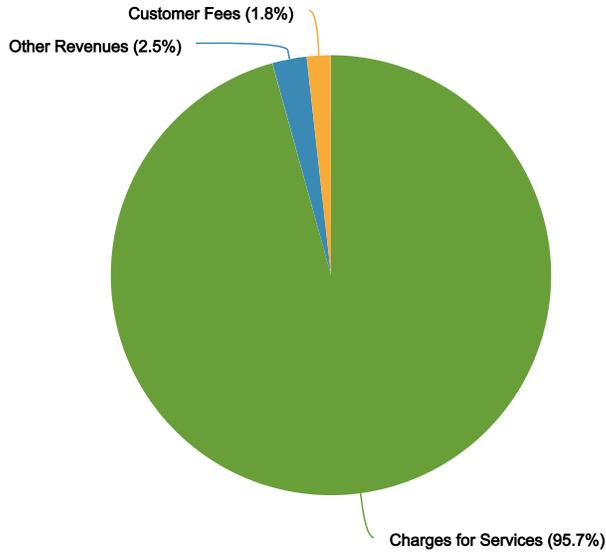
The City of Cotati is projecting almost \$2.4M of revenue in FY2024, which represents a 3.6% increase over the prior year. Budgeted expenditures are projected to increase by 9.9% or \$214K to \$2.37M in FY2025.



Revenues by Source

Revenues are generated based on the water usage, as multiplied by the water usage rate as well as the base service charges. Projections for revenues are based on known rate increases as well as historical trends for usage. Due to the ongoing drought environment, these revenues may fluctuate due to changes in usage as conservation efforts are initiated across the community.

Projected 2025 Revenues by Source



Budgeted and Historical Revenues by Source

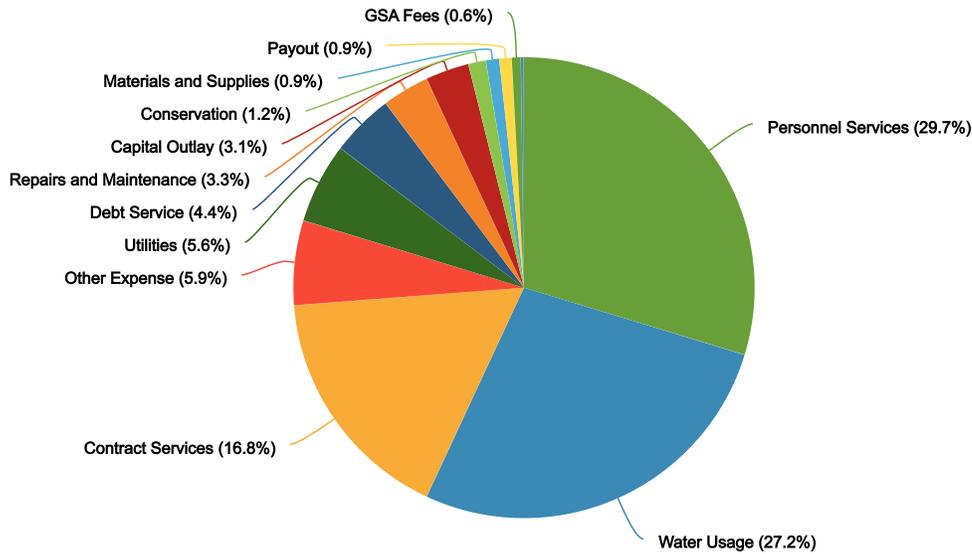


Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Revenue Source							
Other Revenues	\$8,982	\$3,274	\$39,791	\$5,000	\$71,000	\$60,000	1,100%
Charges for Services	\$2,046,966	\$1,919,788	\$2,025,933	\$2,251,000	\$2,140,000	\$2,269,400	0.8%
Contributions	\$0	-\$42	-\$17,728	\$0	\$0	\$0	0%
Customer Fees	\$80,986	\$72,019	\$58,831	\$32,800	\$46,424	\$41,500	26.5%
Grants	\$194	\$0	\$0	\$0	\$0	\$0	0%
Total Revenue Source:	\$2,137,127	\$1,995,039	\$2,106,828	\$2,288,800	\$2,257,424	\$2,370,900	3.6%

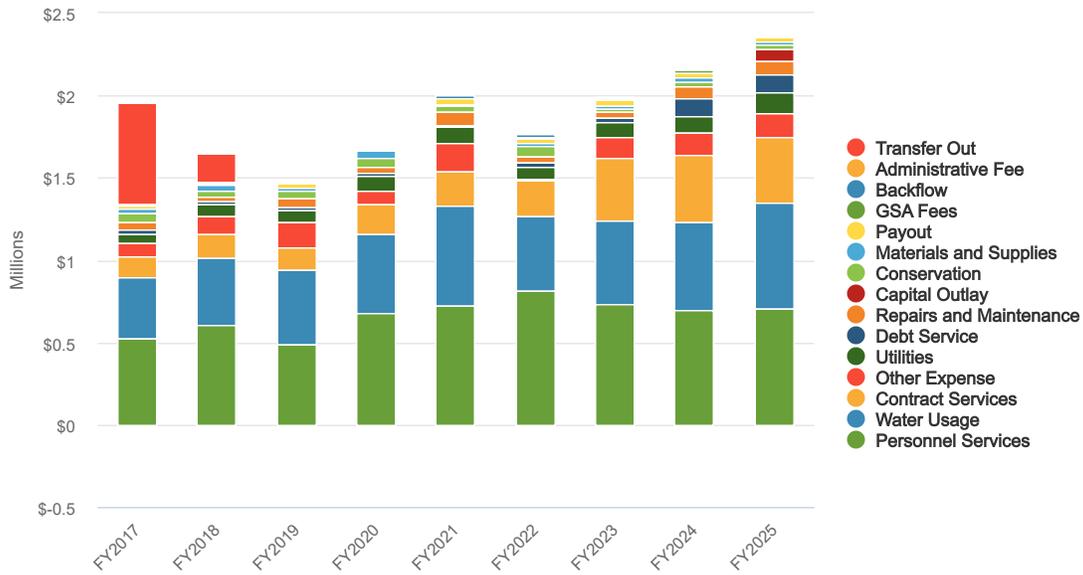
Expenditures by Expense Type

Operating expenses are primarily driven by personnel costs as well as direct charges for water purchases from the Sonoma County Water Agency. Both of these expenses are expected to increase due to negotiated MOU increases for staff plus pension obligation costs, and increasing costs from the Water Agency.

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



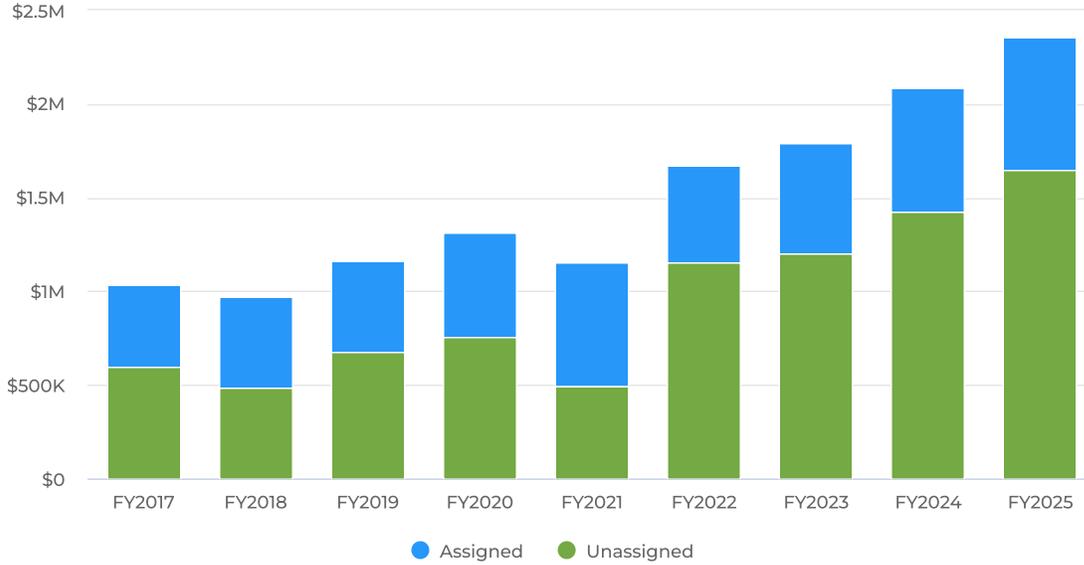
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Expense Objects							
Personnel Services	\$724,568	\$813,559	\$731,400	\$699,090	\$644,942	\$704,370	0.8%
Payout	\$38,324	\$32,353	\$35,339	\$26,990	\$19,825	\$20,590	-23.7%
Materials and Supplies	\$13,875	\$18,035	\$13,390	\$22,624	\$19,693	\$19,318	-14.6%
Contract Services	\$217,096	\$218,686	\$374,425	\$410,316	\$345,475	\$399,427	-2.7%
Repairs and Maintenance	\$77,023	\$43,106	\$37,668	\$78,500	\$59,500	\$78,500	0%
Utilities	\$97,990	\$74,801	\$95,853	\$104,063	\$95,880	\$133,640	28.4%
Other Expense	\$168,363	\$5,263	\$128,722	\$130,484	\$169,560	\$140,738	7.9%
Administrative Fee	-\$4,357	\$42	\$0	\$30	\$100	\$30	0%
Debt Service	\$11,309	\$23,577	\$19,524	\$104,469	\$128,871	\$104,469	0%
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$72,500	N/A
Water Usage	\$602,082	\$453,872	\$511,724	\$531,300	\$567,800	\$645,660	21.5%
Backflow	\$12,406	\$16,580	\$8,006	\$5,000	\$10,600	\$5,000	0%
GSA Fees	\$0	\$5,252	\$12,641	\$15,000	\$22,200	\$15,000	0%
Conservation	\$35,113	\$56,644	\$22,079	\$28,800	\$19,924	\$28,800	0%
Total Expense Objects:	\$1,993,792	\$1,761,769	\$1,990,770	\$2,156,666	\$2,104,371	\$2,368,042	9.8%



Fund Balance

The fund balance continues to exceed the required 33% reserve requirement as set out by Council resolution. With the adopted rate increases in effect we anticipate future fund balances to continue to increase in line with the rate study. We will continue to monitor the reserves to ensure the stability of this fund for our community into the future.

Projections



Financial Summary	FY2021	FY2022	FY2023	FY2024	FY2025	% Change	\$ Change
Fund Balance	—	—	—	—	—		
Unassigned	\$497,021	\$1,153,849	\$1,140,854	\$1,422,353	\$1,650,955	16.1%	\$228,602
Assigned	\$657,951	\$521,458	\$650,511	\$667,110	\$708,997	6.3%	\$41,887
Total Fund Balance:	\$1,154,972	\$1,675,307	\$1,791,365	\$2,089,463	\$2,359,952	12.9%	\$270,489



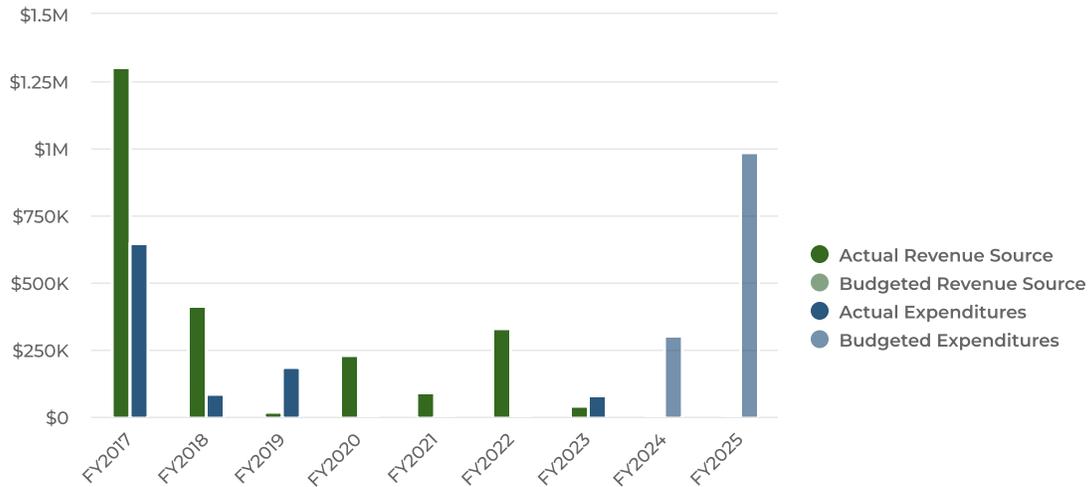


Fund 402

This fund is used to account for capital projects and infrastructure needs to support the ongoing operations for our water customers.

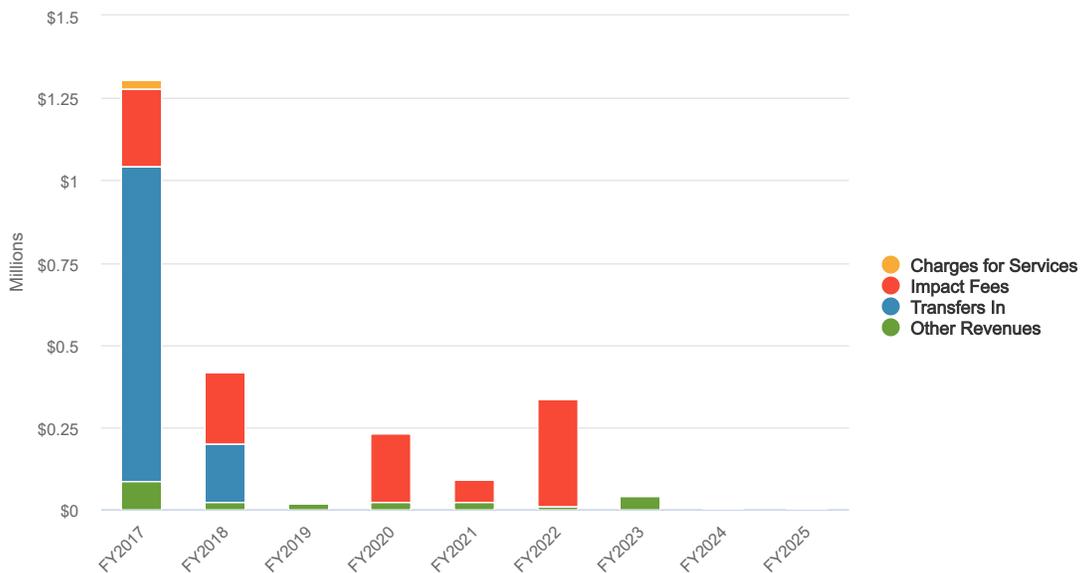
Summary

The City of Cotati is projecting \$6.7K of revenue in FY2025, which represents a 0.0% increase over the prior year. Budgeted expenditures are projected to increase by 221.2% or \$680K to almost \$987.8K in FY2025.



Revenues by Source

Budgeted and Historical Revenues by Source



Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Revenue Source						
Other Revenues	\$21,673	\$7,981	\$42,216	\$6,700	\$41,000	\$6,700
Impact Fees	\$71,059	\$327,427	\$0	\$0	\$9,300	\$0
Total Revenue Source:	\$92,732	\$335,409	\$42,216	\$6,700	\$50,300	\$6,700

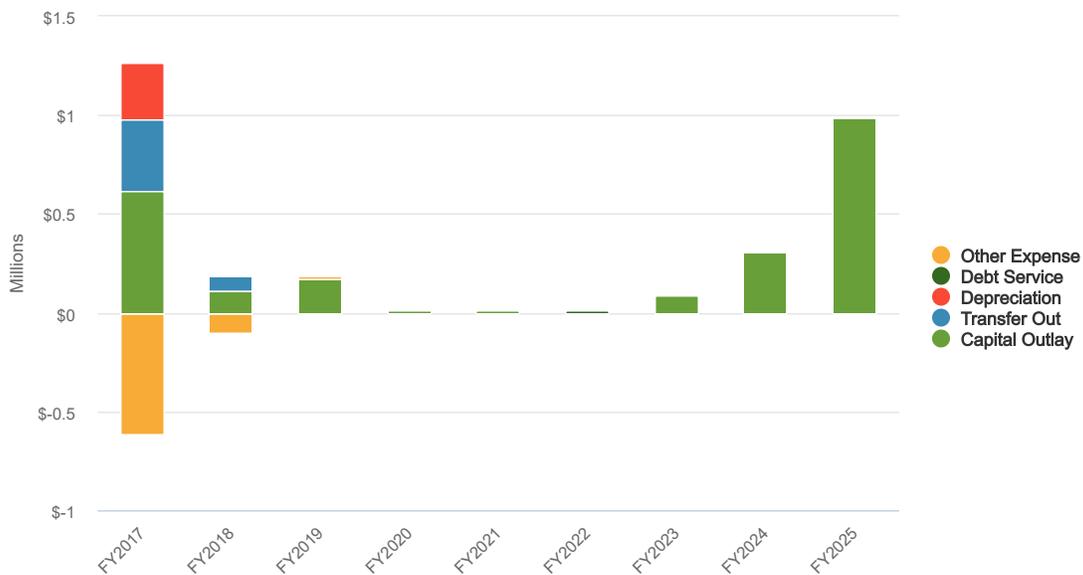
Expenditures by Expense Type

The Water Fund has implemented strategic capital projects over the last five years, focusing on system repairs and maintenance, including related technology integration. With the adopted five-year capital plan, reserves from the water fund are currently being maintained to support the future major project of the Cypress Water Tank replacement. Additional expenditures are anticipated to continue relating to the risk mitigation around PG&E public safety power shutoffs, which have required rentals of generators to support the wells.

Strategic projects anticipated for FY2025 include the SCADA System Server Upgrade and Relocation, as well as the West Sierra Tank Recoating, and continued Well 1-A Improvements.

Note that depreciation expense is a *non-budgeted* item, as it is non-cash and represents the usage of assets currently in service.

Budgeted and Historical Expenditures by Expense Type

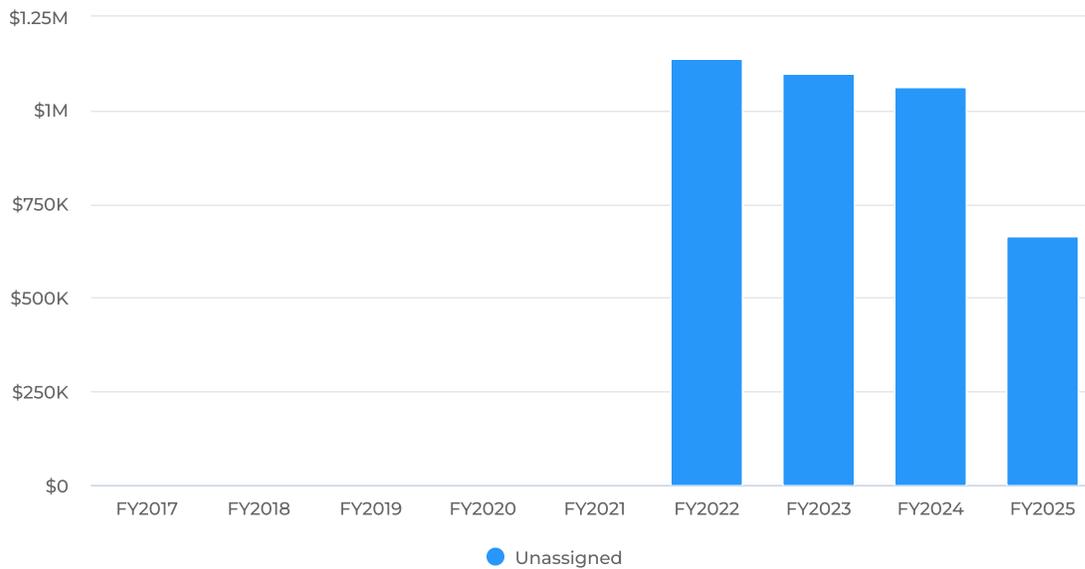


Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Expense Objects						
Debt Service	\$0	\$12,183	-\$8,168	\$0	\$0	\$0
Capital Outlay	\$13,439	\$0	\$90,382	\$307,500	\$116,000	\$987,843
Total Expense Objects:	\$13,439	\$12,183	\$82,213	\$307,500	\$116,000	\$987,843

Fund Balance

The Water Fund has implemented strategic capital projects over the last three years, focusing on system repairs and maintenance, including related technology integration. With the multi-year capital plan, reserves from the Water Fund are currently being maintained to support the future major project of the Cypress Water Tank Replacement, as this is a significant project that will further assist in risk mitigation for possible fire dangers.

Projections



Financial Summary	FY2024	FY2025	% Change
Fund Balance	—	—	
Unassigned	\$1,062,056	\$665,393	-37.3%
Total Fund Balance:	\$1,062,056	\$665,393	-37.3%





Sewer Operating

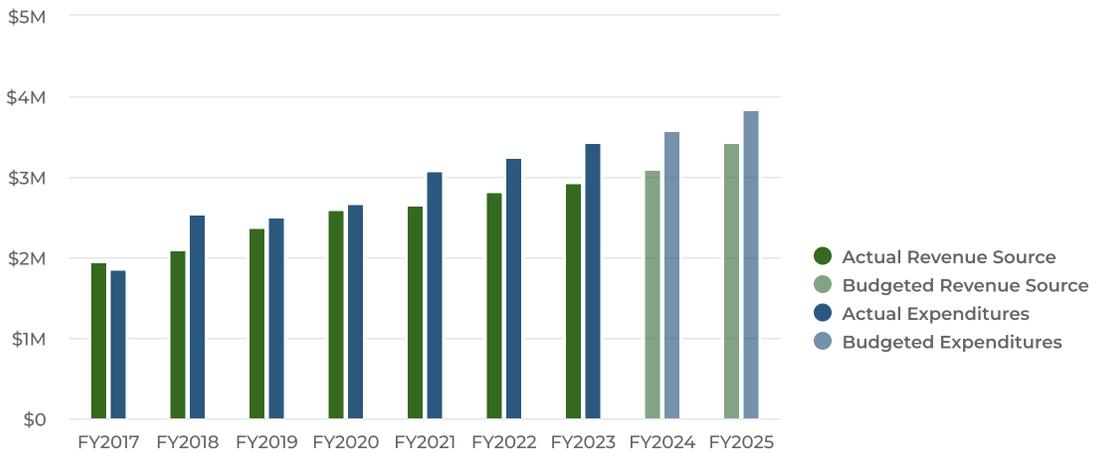
Fund 404

The goal of the Sewer Division is to: Protect the health and welfare of the community by insuring the continuous, uninterrupted operation of the wastewater collection and transmission system. Provide appropriate maintenance and repair of wastewater collection and transmission systems and appurtenances.

This is a major fund for the City, as it accounts for more than 10% of the City-wide Revenues and Expenses during a fiscal year.

Summary

The City of Cotati is projecting \$3.44M of revenue in FY2025, which represents a 10.8% increase over the prior year. Budgeted expenditures are projected to increase by 7.2% or \$259.6 K to \$3.85M in FY2025.



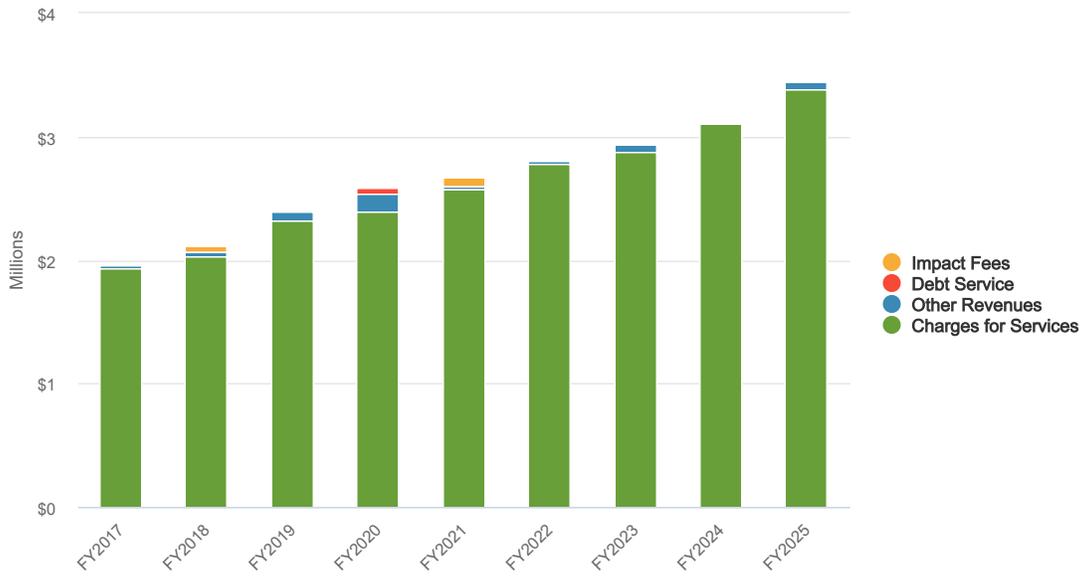
Revenues by Source

Revenues are generated based on the sewer usage as multiplied by the sewer usage rate as well as the base service charges. Projections for revenues are based on the known rate increases as well as historical trends for usage.

The City's multiyear rate study was adopted and put into place during FY2022. For more information please see our City website [here](#).



Budgeted and Historical Revenues by Source



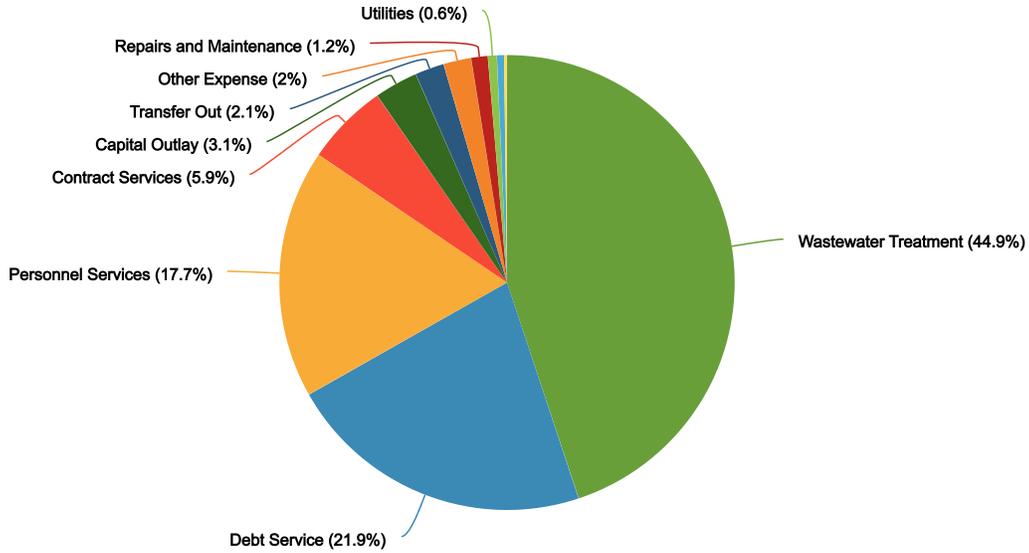
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Revenue Source						
Other Revenues	\$25,059	\$27,314	\$63,093	\$5,000	\$120,000	\$60,000
Charges for Services	\$2,569,085	\$2,778,779	\$2,873,946	\$3,104,270	\$3,190,000	\$3,385,300
Impact Fees	\$73,500	\$17,750	\$0	\$0	\$3,010	\$0
Debt Service	\$0	\$7,247	\$1,092	\$0	\$0	\$0
Total Revenue Source:	\$2,667,644	\$2,831,090	\$2,938,131	\$3,109,270	\$3,313,010	\$3,445,300



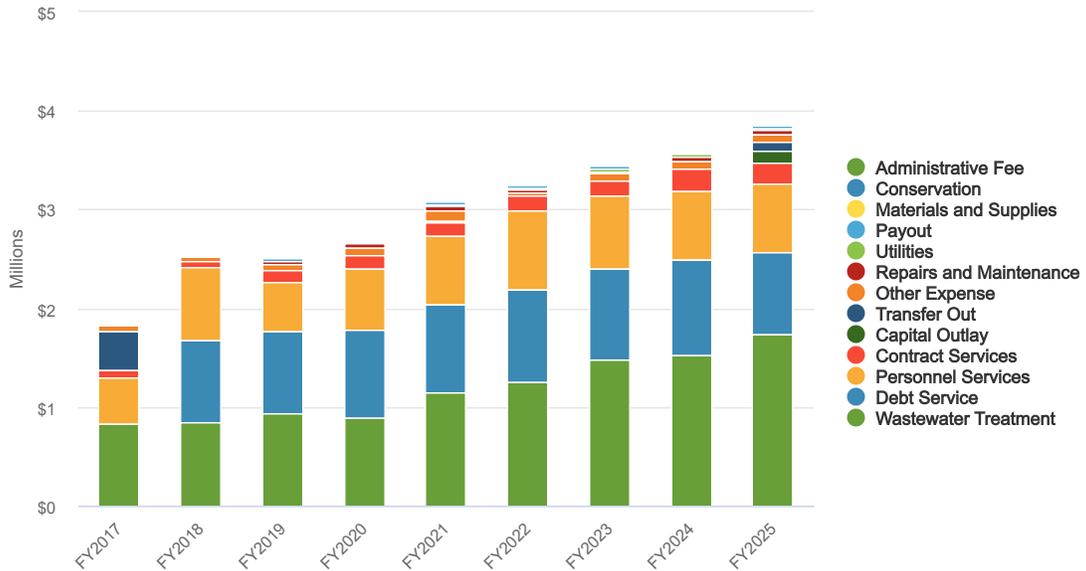
Expenditures by Expense Type

Increases in Operating Expenses are primarily due to the increasing cost of treatment charges.

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Expense Objects						
Personnel Services	\$702,373	\$793,654	\$731,281	\$696,370	\$625,725	\$681,470

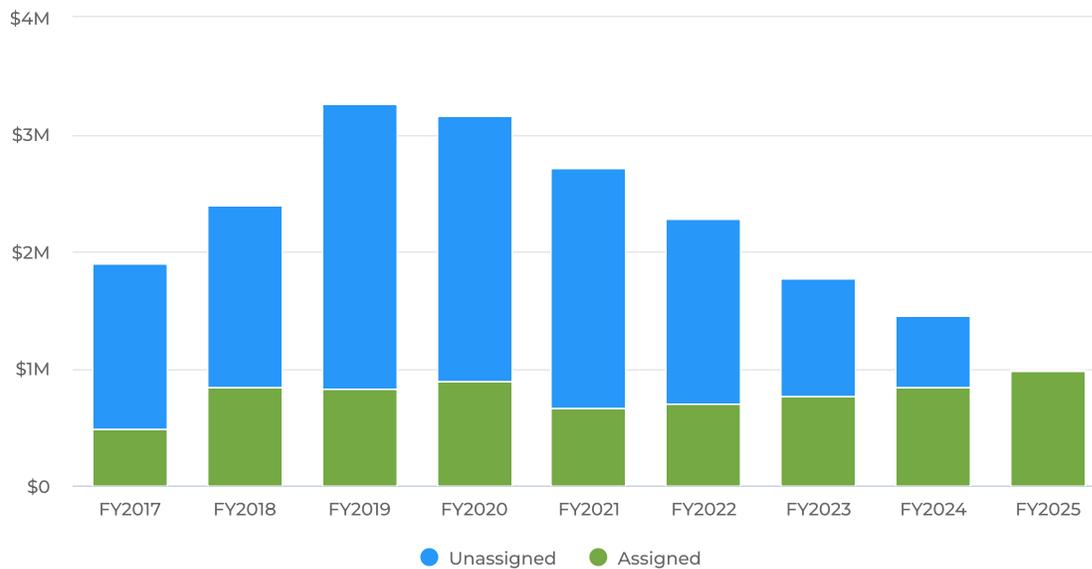


Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Payout	\$37,848	\$31,781	\$35,270	\$26,150	\$19,825	\$19,820
Materials and Supplies	\$11,700	\$7,496	\$5,238	\$7,612	\$4,150	\$7,315
Contract Services	\$131,416	\$150,219	\$152,384	\$224,938	\$162,265	\$225,713
Repairs and Maintenance	\$48,152	\$30,733	\$20,727	\$45,300	\$11,470	\$45,300
Utilities	\$15,407	\$15,271	\$20,848	\$27,376	\$18,540	\$24,850
Other Expense	\$99,002	\$35,257	\$78,326	\$73,132	\$104,190	\$75,595
Administrative Fee	\$146	\$607	\$0	\$0	\$0	\$0
Debt Service	\$890,082	\$946,989	\$920,684	\$961,005	\$904,749	\$843,998
Capital Outlay	\$20,415	\$0	\$0	\$0	\$0	\$118,695
Transfer Out	\$0	\$0	\$0	\$0	\$280,000	\$80,000
Wastewater Treatment	\$1,142,028	\$1,250,570	\$1,483,908	\$1,531,641	\$1,531,644	\$1,730,400
Total Expense Objects:	\$3,098,568	\$3,262,577	\$3,448,666	\$3,593,524	\$3,662,558	\$3,853,156

Fund Balance

The fund balance continues to exceed the required 33% reserve requirement as set out by council resolution. We will continue to monitor the reserves to ensure the stability of this fund for our community into the future.

Projections



Financial Summary	FY2021	FY2022	FY2023	FY2024	FY2025	% Change	\$ Change
Fund Balance	—	—	—	—	—		
Unassigned	\$2,051,709	\$1,585,630	\$935,537	\$604,280	\$12,186	-98%	\$-592,094
Assigned	\$660,084	\$694,676	\$834,234	\$846,641	\$982,412	16%	\$135,771
Total Fund Balance:	\$2,711,793	\$2,280,306	\$1,769,771	\$1,450,921	\$994,598	-31.5%	\$-456,323



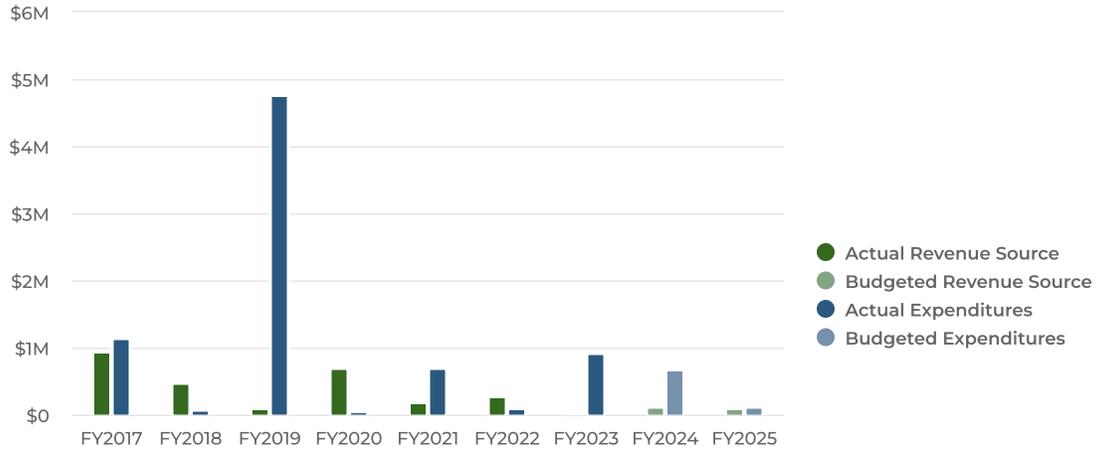


Fund 405

This fund is used to account for capital projects and infrastructure needs to support the ongoing operations for our sewer customers.

Summary

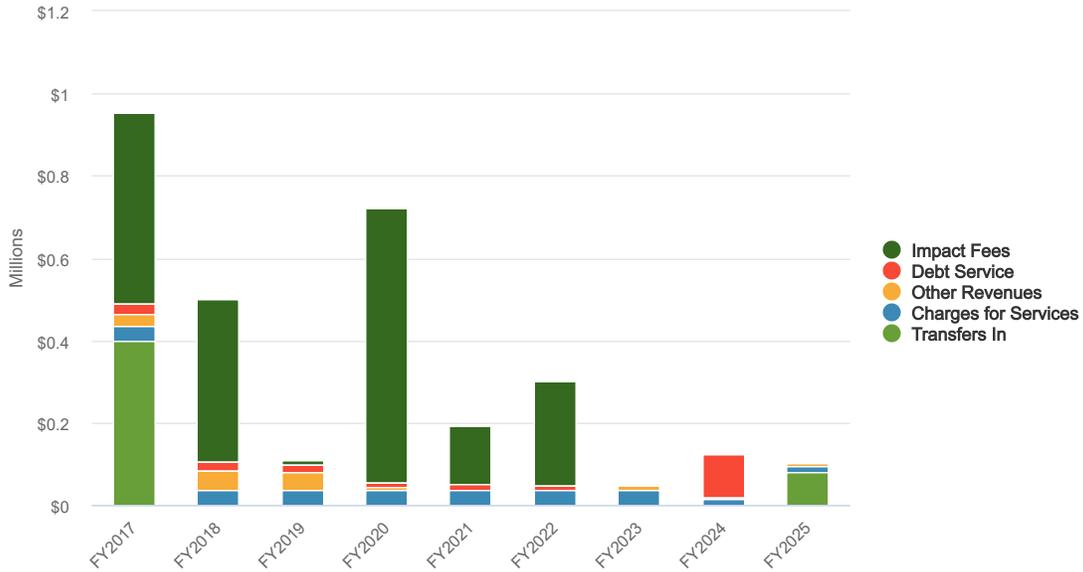
The City of Cotati is projecting \$103.1K of revenue in FY2025, which represents a 15.9% decrease over the prior year. Budgeted expenditures are projected to decrease by 81.1% or \$0.6M to \$131.6K in FY2025.



Revenues by Source

Revenues for FY2025 were retained as conservative, assuming (1) Flat growth with reduced consumption, (2) No new significant connection fees since completion of Kessing Ranch Developments

Budgeted and Historical Revenues by Source



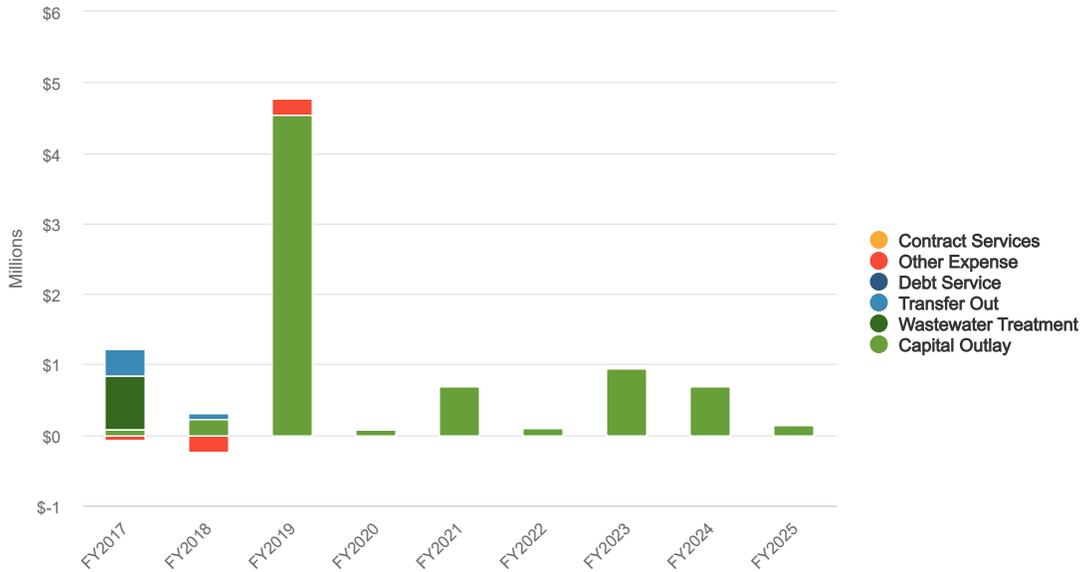
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Revenue Source						
Other Revenues	\$1,431	\$1,318	\$10,005	\$3,000	\$12,000	\$8,000
Charges for Services	\$36,567	\$36,567	\$36,567	\$15,100	\$0	\$15,100
Impact Fees	\$143,256	\$252,455	\$0	\$0	\$0	\$0
Debt Service	\$11,309	\$9,147	\$2,161	\$104,469	\$0	\$0
Transfers In	\$0	\$0	\$0	\$0	\$280,000	\$80,000
Total Revenue Source:	\$192,562	\$299,486	\$48,733	\$122,569	\$292,000	\$103,100



Expenditures by Expense Type

The Sewer Fund continues strategic capital projects after the major investment in the Laguna Bypass Sewer Replacement Project in FY2019. For FY2024, the City is planning to focus on the Cypress Avenue Sewer Replacement, system repairs and maintenance, including Manhole Lateral repairs and improvements, as well as investments in Phase 2 of the Sewer SCADA system.

Budgeted and Historical Expenditures by Expense Type

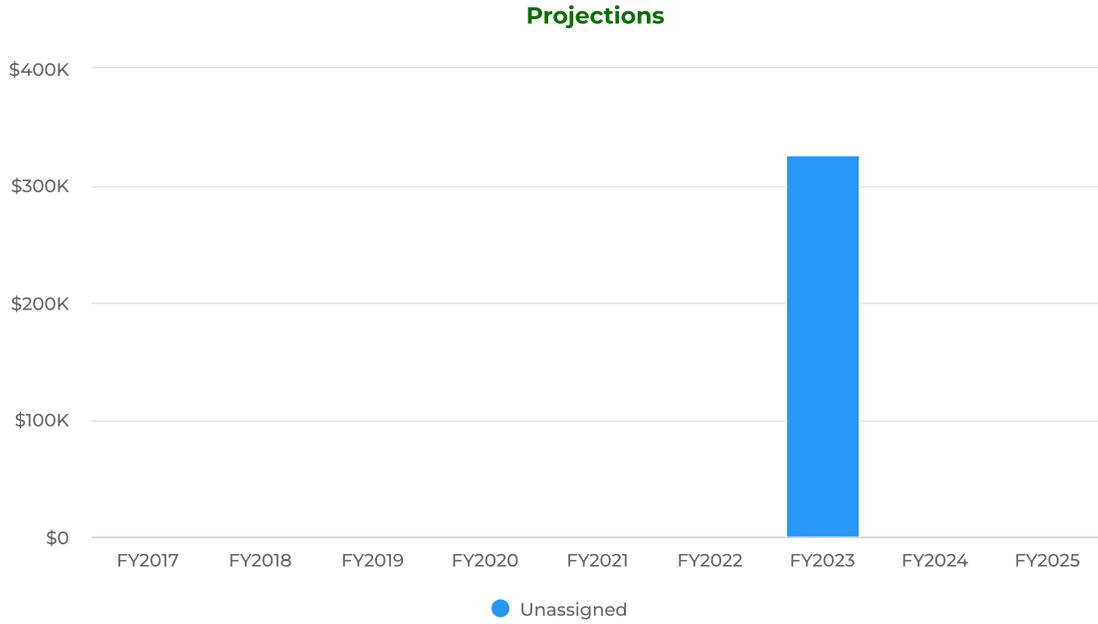


Name	Account ID	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Expense Objects							
Debt Service		\$0	\$6,589	-\$5,651	\$0	\$0	\$0
Capital Outlay		\$702,232	\$109,597	\$943,957	\$695,000	\$591,040	\$131,650
Total Expense Objects:		\$702,232	\$116,185	\$938,306	\$695,000	\$591,040	\$131,650



Fund Balance

This fund balance will fluctuate based on usage of funds for strategic capital projects. We will continue to evaluate and maintain the fund to meet future needs.



Financial Summary	FY2023
Fund Balance	—
Unassigned	\$325,950
Total Fund Balance:	\$325,950





Special Revenue Funds

What are Special Revenue Funds? Special Revenue Funds are a group of accounts established by a government for restricted use to ensure that certain revenue sources are used or earmarked only for their specific purpose. This Special Revenue Fund type may be used to account for the proceeds of specific revenue sources that are legally restricted or restricted by City Council policy for a specified purpose.

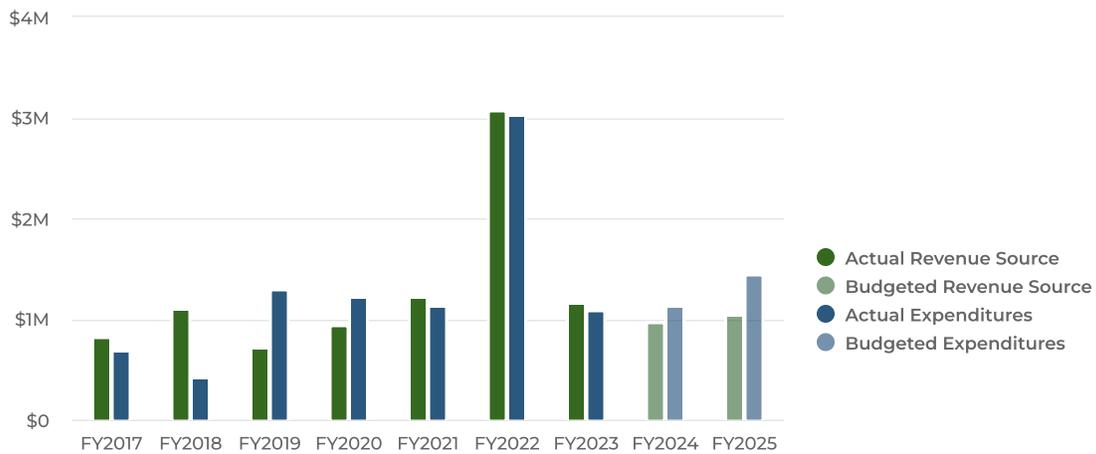
Departmental Oversight of Special Revenue Funds

Each special revenue fund is managed by departments within the City. Below is the summary of the special revenue funds by their managing department.



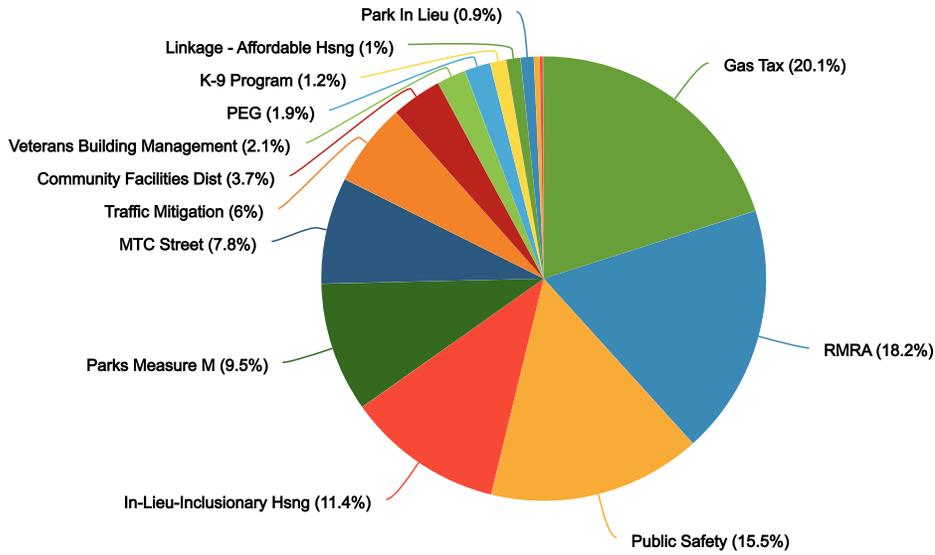
Summary

The City of Cotati is projecting approximately \$1.06M of revenue in FY2025, which represents an 8.4% increase over the prior year. Budgeted expenditures are projected to increase by 28.2% to approximately \$1.45M in FY2025.

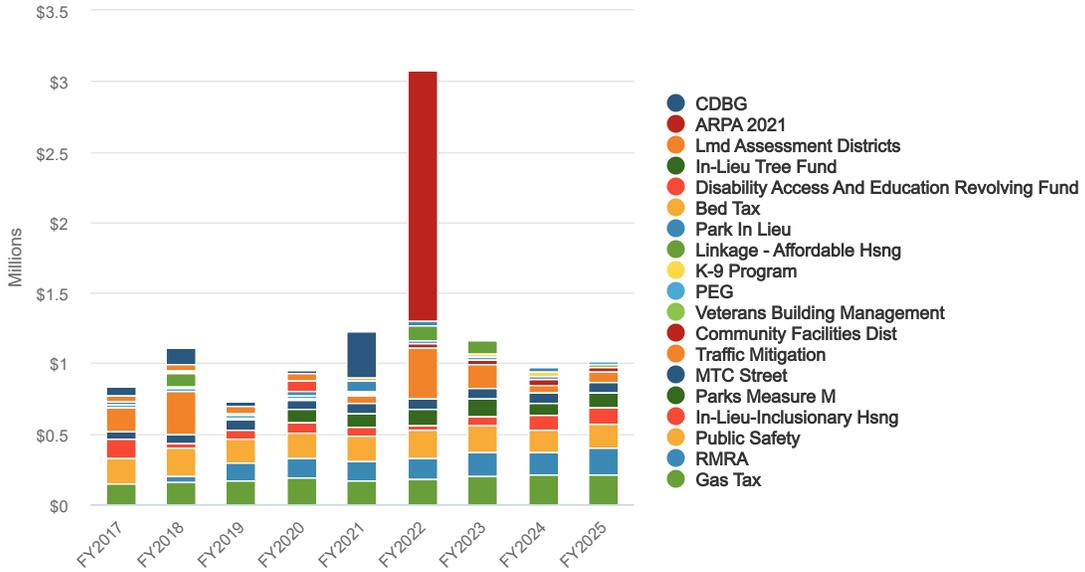


Revenue by Fund

2025 Revenue by Fund



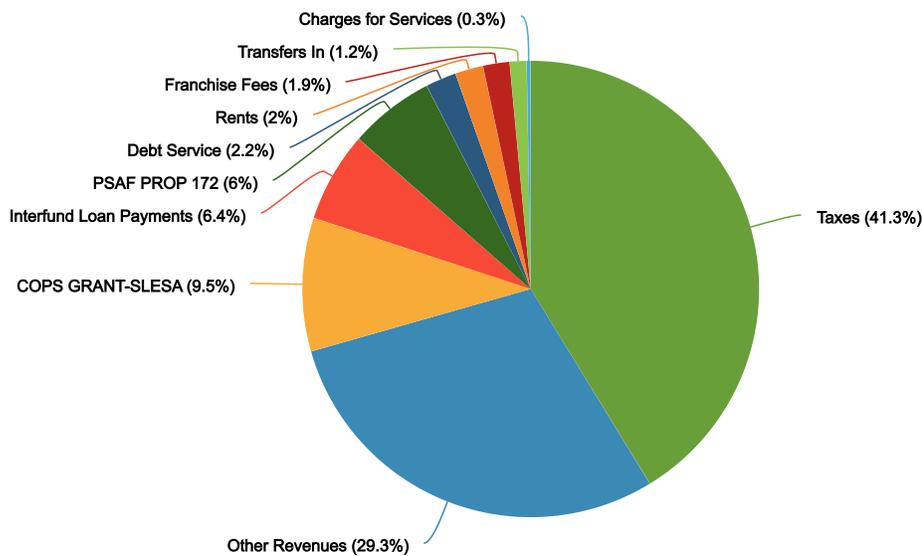
Budgeted and Historical 2025 Revenue by Fund



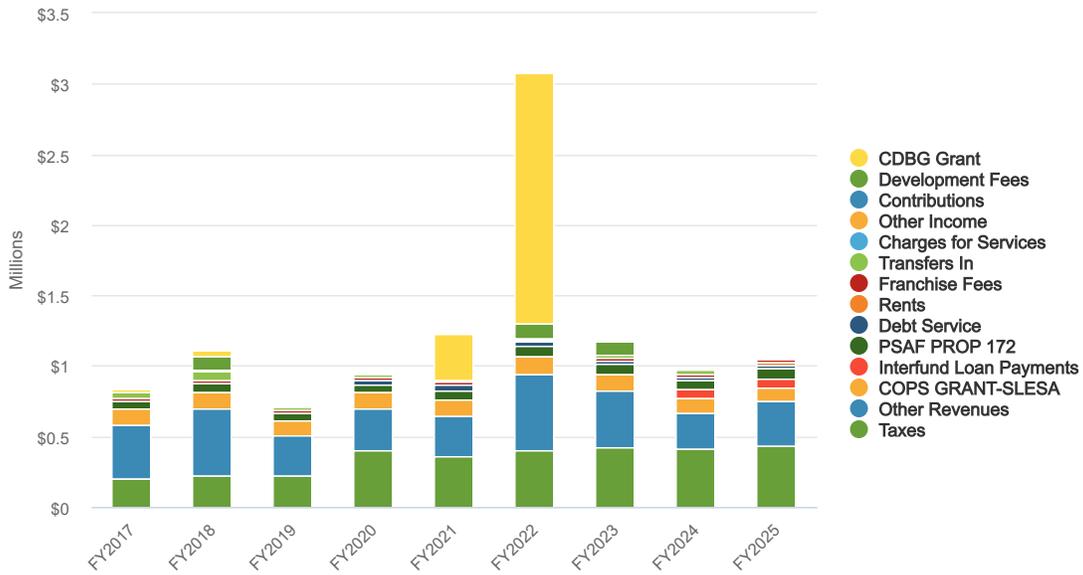
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
CDBG	\$331,464	\$0	\$0	\$0	\$0	\$0
Gas Tax	\$171,601	\$182,575	\$199,286	\$208,620	\$196,500	\$212,235
MTC Street	\$70,584	\$78,823	\$83,350	\$76,500	\$80,500	\$82,000
Traffic Mitigation	\$58,092	\$357,980	\$163,550	\$54,000	\$24,250	\$64,000
Park In Lieu	\$73,287	\$27,742	\$1,760	\$30,000	\$3,000	\$10,000
PEG	\$19,263	\$19,930	\$20,177	\$20,000	\$22,300	\$20,000
Public Safety	\$171,159	\$199,514	\$190,050	\$164,000	\$191,500	\$164,000
K-9 Program	\$4,851	\$72	\$20,940	\$30,340	\$31,540	\$12,500
In-Lieu-Inclusionary Hsng	\$69,389	\$31,225	\$68,540	\$105,568	\$183,069	\$120,568
Bed Tax	\$18,863	\$2,084	\$871	\$4,000	\$1,300	\$4,500
Parks Measure M	\$96,579	\$109,948	\$117,821	\$85,000	\$100,500	\$100,000
In-Lieu Tree Fund	\$0	\$0	\$0	\$0	\$16,970	\$500
Community Facilities Dist	\$1,415	\$28,511	\$36,141	\$37,800	\$40,500	\$39,000
RMRA	\$139,093	\$149,632	\$170,412	\$157,500	\$182,175	\$193,000
Linkage - Affordable Hsng	\$770	\$110,734	\$92,953	\$0	\$10,300	\$11,000
Disability Access And Education Revolving Fund	\$3,068	\$2,745	\$3,000	\$2,500	\$3,700	\$2,500
ARPA 2021	\$0	\$1,772,630	\$0	\$0	\$0	\$0
Veterans Building Management	\$0	\$0	\$0	\$0	\$20,000	\$22,250
Total:	\$1,229,478	\$3,074,146	\$1,168,852	\$975,828	\$1,108,104	\$1,058,053

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical Revenues by Source

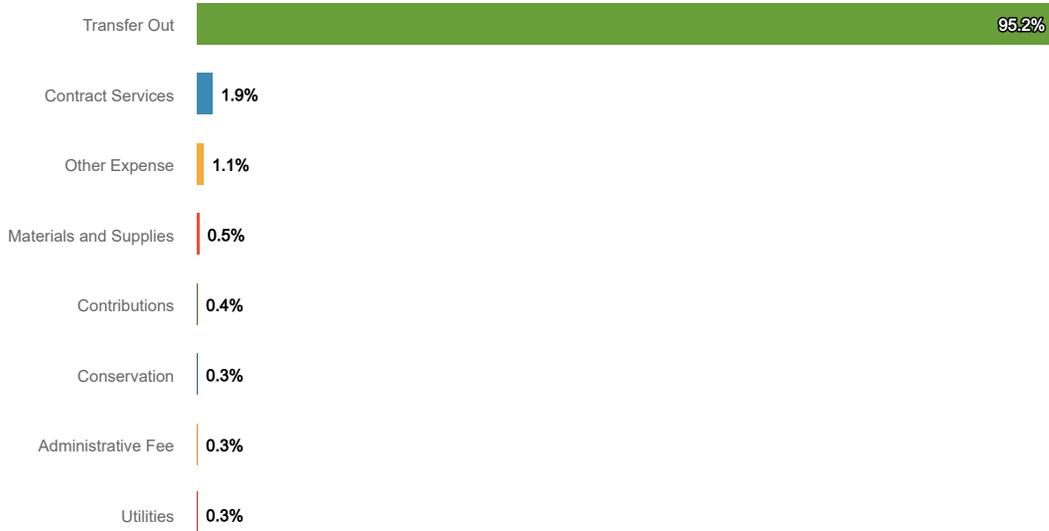


Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Revenue Source							
Taxes	\$356,962	\$401,324	\$427,078	\$411,620	\$409,250	\$436,535	6.1%
Interfund Loan Payments	\$0	\$0	\$0	\$67,499	\$67,500	\$67,499	0%
Franchise Fees	\$19,177	\$19,882	\$19,439	\$20,000	\$20,000	\$20,000	0%
Rents	\$0	\$0	\$0	\$0	\$20,000	\$21,000	N/A
PSAF PROP 172	\$62,866	\$75,848	\$69,323	\$64,000	\$72,000	\$64,000	0%
Other Revenues	\$292,502	\$542,218	\$400,518	\$256,800	\$326,875	\$310,450	20.9%
Charges for Services	\$2,971	\$2,706	\$2,615	\$2,500	\$16,000	\$3,000	20%
CDBG Grant	\$331,464	\$1,772,630	\$0	\$0	\$0	\$0	0%
COPS GRANT-SLESA	\$107,807	\$123,539	\$116,929	\$100,000	\$118,000	\$100,000	0%
Development Fees	\$0	\$110,410	\$87,695	\$0	\$0	\$0	0%
Debt Service	\$50,878	\$25,517	\$24,316	\$23,069	\$23,069	\$23,069	0%
Contributions	\$238	\$72	\$546	\$0	\$1,200	\$0	0%
Transfers In	\$4,612	\$0	\$20,394	\$30,340	\$34,210	\$12,500	-58.8%
Total Revenue Source:	\$1,229,478	\$3,074,146	\$1,168,852	\$975,828	\$1,108,104	\$1,058,053	8.4%

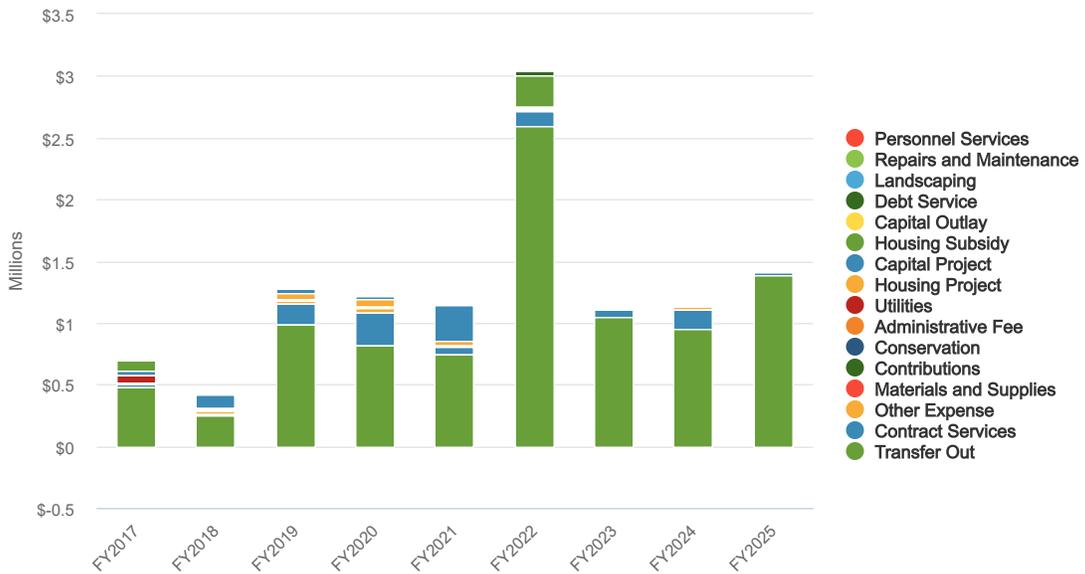


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Expense Objects						
Materials and Supplies	\$868	\$767	\$756	\$840	\$8,400	\$7,150
Contract Services	\$49,144	\$117,311	\$63,895	\$164,000	\$197,277	\$27,850
Utilities	\$0	\$0	\$0	\$0	\$6,000	\$4,000
Other Expense	\$17,053	\$17,203	\$5,096	\$18,500	\$6,480	\$15,400
Administrative Fee	\$12	\$245	\$0	\$500	\$2,425	\$4,700
Debt Service	\$0	\$37,118	-\$20,910	\$0	-\$597	\$0
Transfer Out	\$750,254	\$2,592,596	\$1,043,922	\$945,193	\$702,925	\$1,384,200
Contributions	\$4,882	\$12,980	\$5,235	\$5,600	\$5,487	\$5,800
Conservation	\$0	\$0	\$0	\$0	\$10,000	\$5,000
Housing Subsidy	\$0	\$250,000	\$0	\$0	\$1,650,000	\$0
Capital Project	\$290,583	\$0	\$0	\$0	\$0	\$0
Housing Project	\$27,208	\$8,878	\$0	\$0	\$0	\$0
Total Expense Objects:	\$1,140,005	\$3,037,098	\$1,097,995	\$1,134,633	\$2,588,397	\$1,454,100





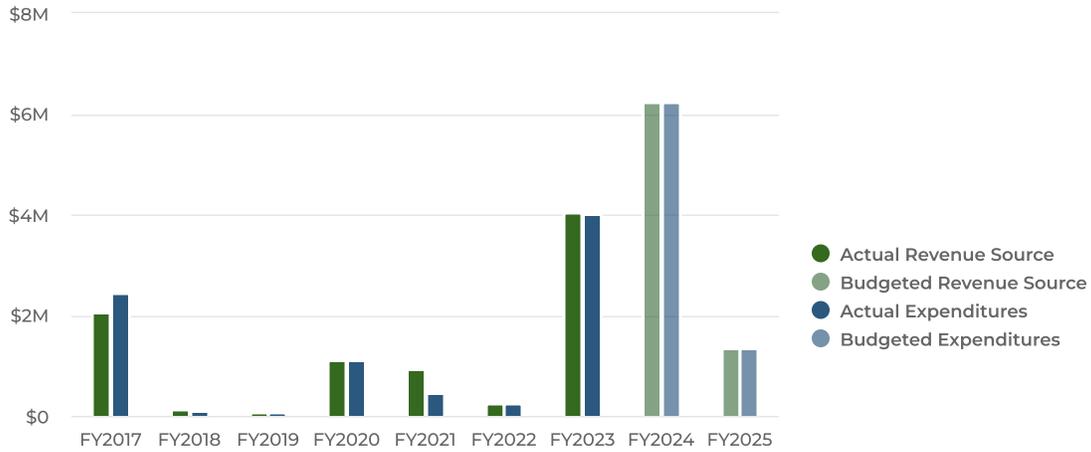
Grants Fund

Fund 201

This fund is designed to account for the construction of projects that utilize Federal, State, regional, and local grants funds other than CDBG. City Staff applies for and receives competitive funding grants for various City projects that meet specific criteria.

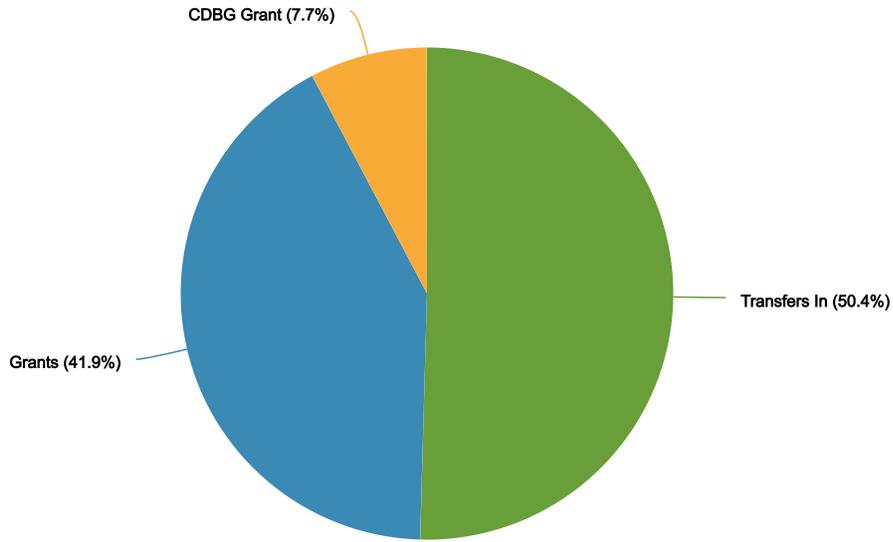
Summary

The City of Cotati is projecting \$1.35M of revenues and expenses in FY2025, which represents a 78.4% decrease over the prior year. For revenues approximately 50% of funds are related to grants with \$669K in anticipated funds.

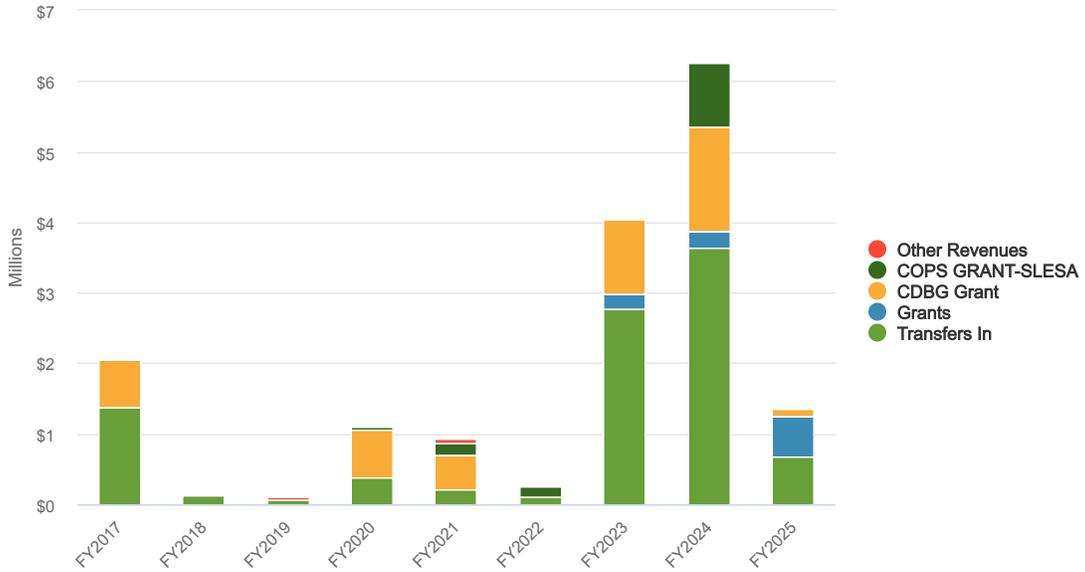


Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical Revenues by Source

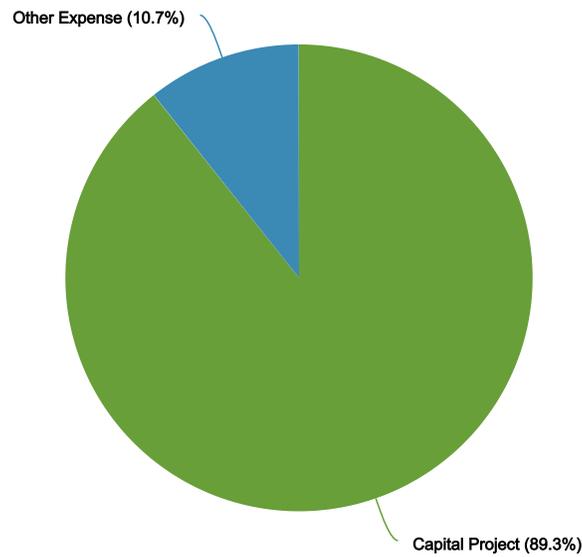


Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Revenue Source						
Other Revenues	\$66,584	\$23,321	\$88	\$0	\$0	\$0
CDBG Grant	\$500,891	\$0	\$1,055,085	\$1,487,250	\$1,269,152	\$604,000
COPS GRANT-SLESA	\$171,368	\$147,157	\$19,487	\$915,000	\$0	\$0
Transfers In	\$202,232	\$102,492	\$2,770,884	\$3,629,214	\$4,296,658	\$681,000
Grants	\$0	\$0	\$207,339	\$232,664	\$66,450	\$65,000
Total Revenue Source:	\$941,074	\$272,970	\$4,052,883	\$6,264,128	\$5,632,260	\$1,350,000

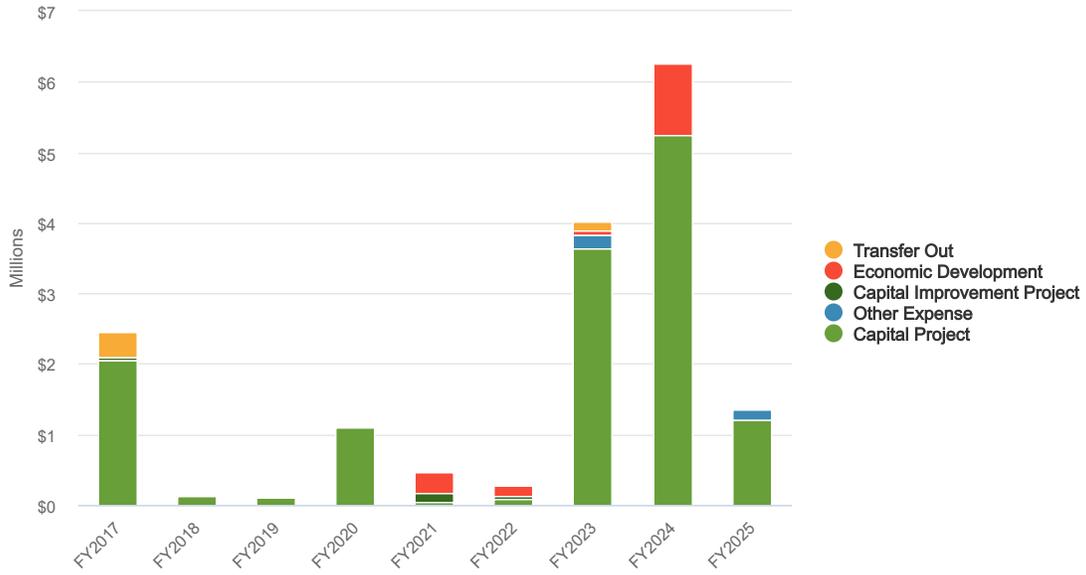
Expenditures by Expense Type

The City has elevated the priority of investments in streets infrastructure as well as City buildings and parks. See the Capital Improvements section of the budget for more detailed information about specific projects programed in Fiscal Year 2024/25.

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Expense Objects						
Other Expense	\$0	\$0	\$195,487	\$11,464	\$138,000	\$144,000
Transfer Out	\$0	\$0	\$124,182	\$0	\$0	\$0
Economic Development	\$312,749	\$142,569	\$63,475	\$1,015,000	\$1,015,000	\$0
Capital Project	\$36,527	\$74,446	\$3,636,602	\$5,237,664	\$4,900,398	\$1,206,000
Capital Improvement Project	\$123,678	\$55,955	\$0	\$0	\$0	\$0
Total Expense Objects:	\$472,954	\$272,970	\$4,019,745	\$6,264,128	\$6,053,398	\$1,350,000





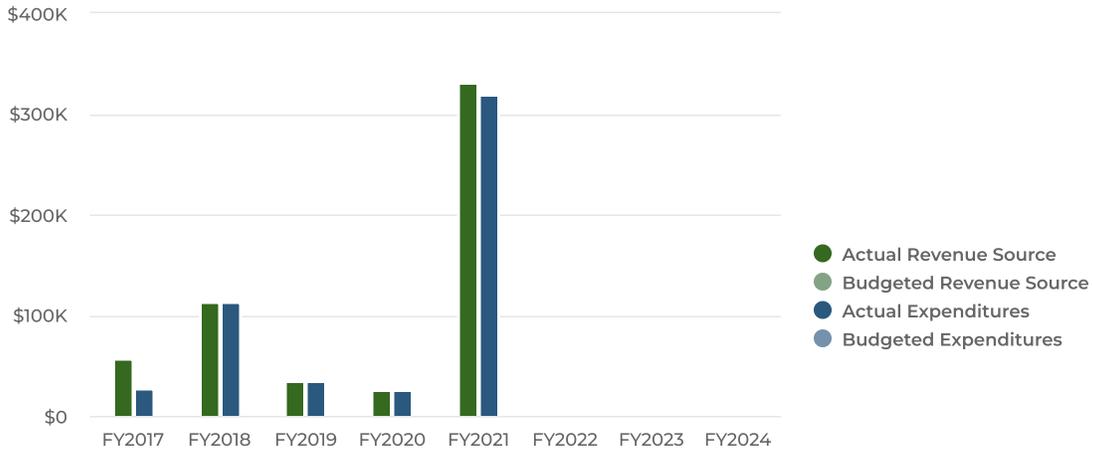
CDBG

Fund 202

Community Development Block Grant funds are administered by the County and may be used for projects that benefit low and moderate income residents or increase accessibility. The funding is used to improve accessibility or remove barriers to accessibility in public facilities, streets, and parks.

Summary

The City of Cotati has completed the grants projects for this fund and as such is not budgeting any revenue or expenditures for FY2025. We will continue to look for more CDBG grant opportunities for projects within the City.





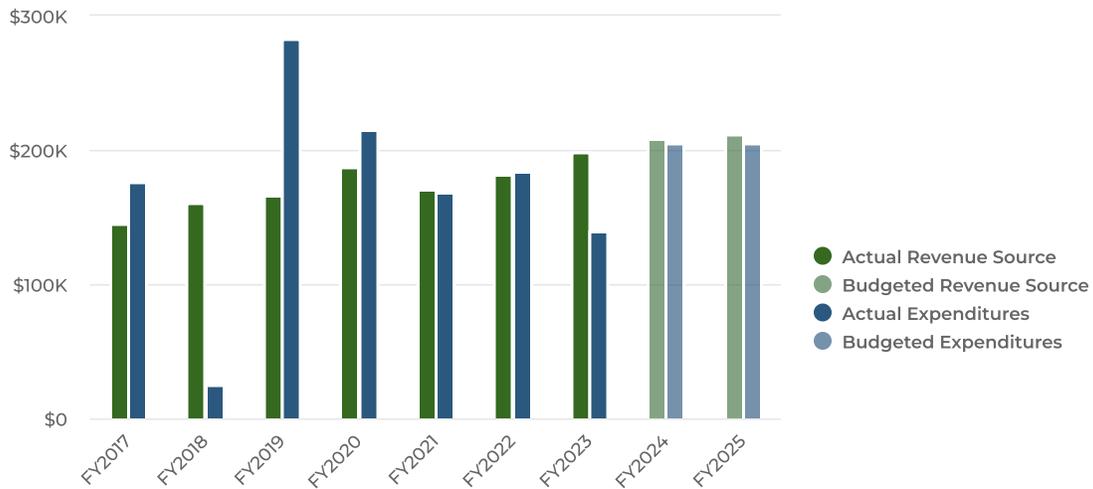
Gas Tax

Fund 203

Funds are received from City of Cotati's share of the Highway User Tax collected by the State from gasoline sales. The Highway Users Tax is also known as the "Motor Vehicle Fuel Tax" and "Gasoline Excise Tax". Proceeds are restricted to the operation and maintenance of city streets.

Summary

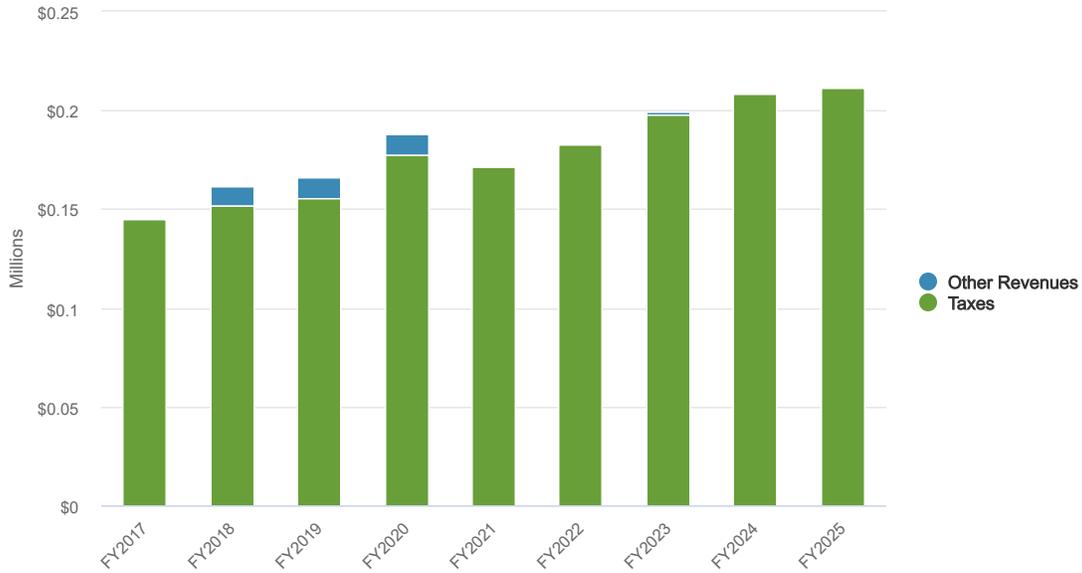
The City of Cotati is projecting \$212.2K of revenue in FY2025, which represents a 1.7% increase over the prior year. Budgeted expenditures are projected to increase slightly from \$205.6K to \$205.8K in FY2025 in support of funding local streets projects.



Revenues by Source

The revenues for this fund are derived from add-on Highway User Taxes collected by the State from gasoline sales. The rates for the add-on taxes are disclosed on the Californian department of tax and fee administration site [here](#). Estimates for revenues are derived using the California Local Government Finance Almanac. This consulting firm provides a useful summary of the local streets and road estimates and how they are derived [here](#). Historically the estimates provided by this firm have been deemed fairly accurate and reliable for budgeting purposes.

Budgeted and Historical Revenues by Source



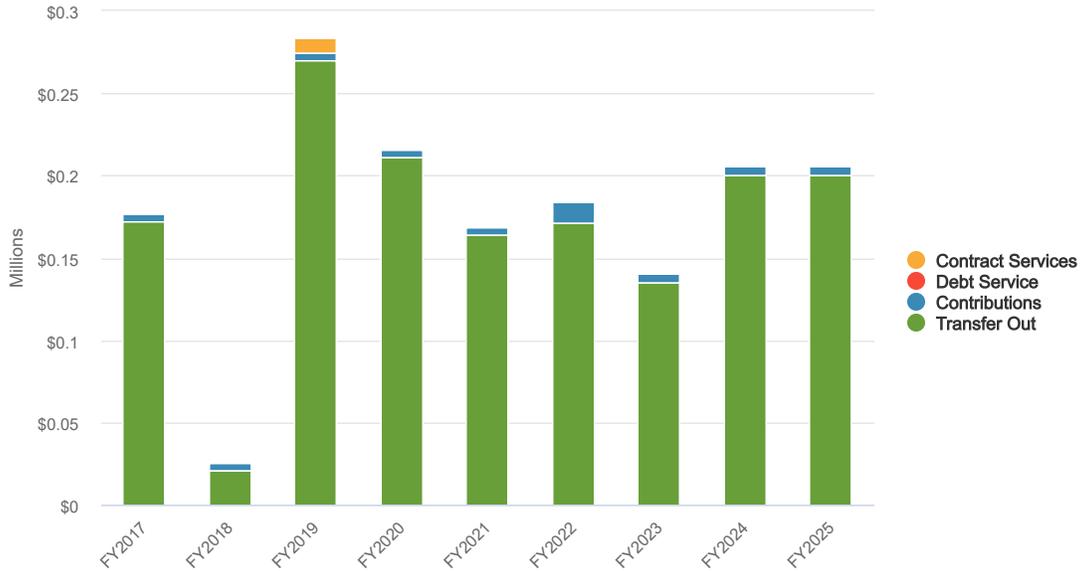
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Revenue Source							
Taxes	\$171,276	\$182,518	\$197,760	\$208,320	\$192,250	\$211,535	1.5%
Other Revenues	\$325	\$56	\$1,526	\$300	\$4,250	\$700	133.3%
Total Revenue Source:	\$171,601	\$182,575	\$199,286	\$208,620	\$196,500	\$212,235	1.7%



Expenditures by Expense Type

These funds are to be used for road maintenance and rehabilitation and as such, the expenditures are primarily made up of transfers to the capital projects funds that hold the total cost of the capital projects being built during a fiscal year. Other expenditures include the annual contributions to the SCTA.

Budgeted and Historical Expenditures by Expense Type



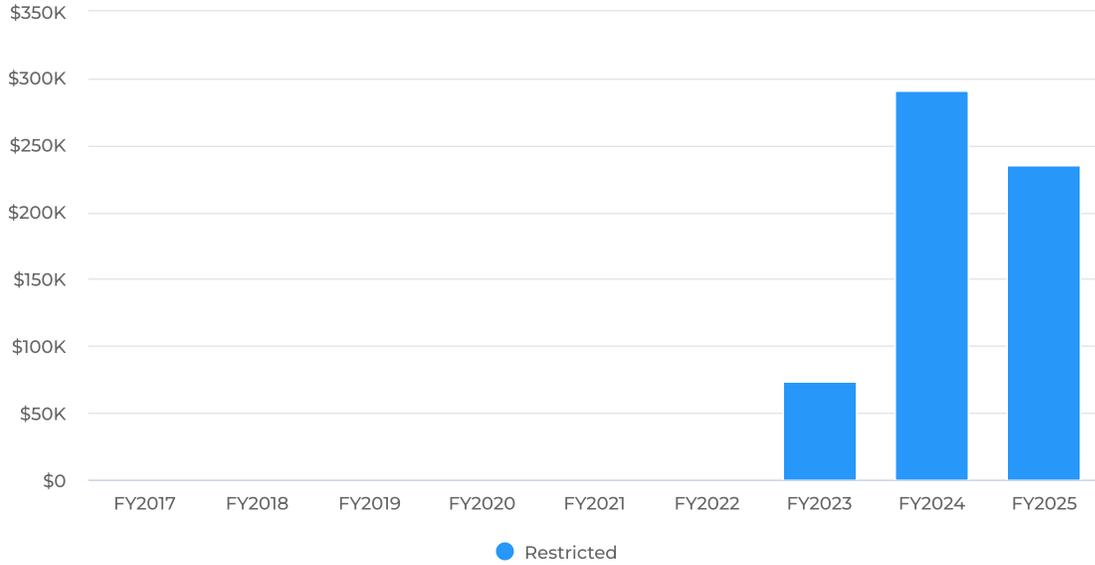
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Expense Objects						
Debt Service	\$0	\$0	\$187	\$0	\$38	\$0
Transfer Out	\$163,819	\$171,151	\$134,943	\$200,000	\$200,000	\$200,000
Contributions	\$4,882	\$12,980	\$5,235	\$5,600	\$5,487	\$5,800
Total Expense Objects:	\$168,701	\$184,131	\$140,365	\$205,600	\$205,525	\$205,800



Fund Balance

The fund balance for FY2025 is to be increased to about \$79.95K as the City builds up reserves through increased anticipated revenues, which will then be used to support future streets projects as intended for these special revenues funds.

Projections



Financial Summary	FY2024	FY2025	% Change
Fund Balance	—	—	
Restricted	\$290,587	\$235,060	-19.1%
Total Fund Balance:	\$290,587	\$235,060	-19.1%





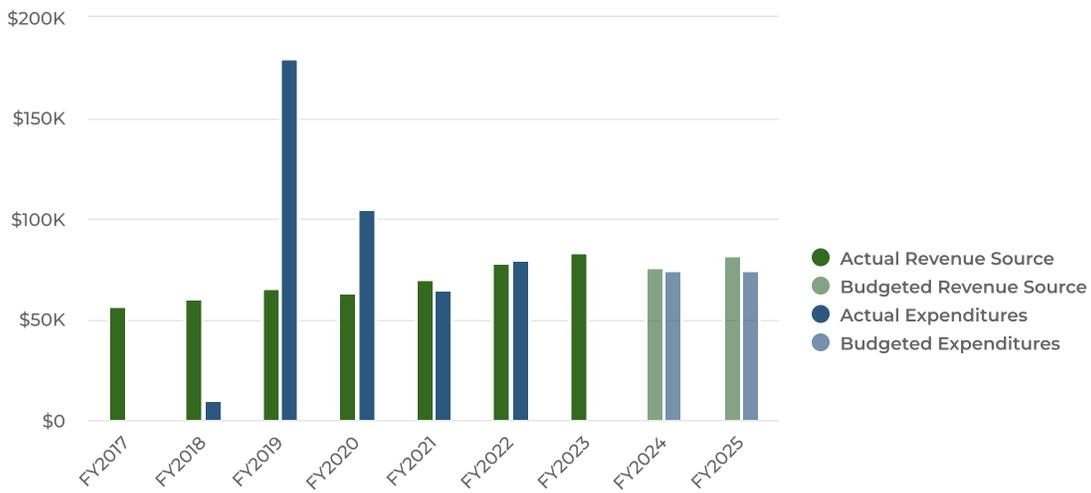
MTC Street

Fund 204

This fund is utilized for revenues received for transportation and streets programs and funded by the Metropolitan Transportation Commission (MTC) or the Sonoma County Transportation Authority (SCTA). The MTC is the transportation planning, financing, and coordinating agency for the nine-county San Francisco Bay Area. In November of 2004, Sonoma County passed the Traffic Relief Act (Measure M) which provides 0.25% sales tax that is used to maintain local streets, accelerate the widening of Hwy 101, restore and enhance transit services, support the development of passenger rail services and build safe bicycle and pedestrian routes. The Sonoma County Transportation Authority (SCTA) administers the sales tax receipts and distributions of the Sonoma County Measure M revenue.

Summary

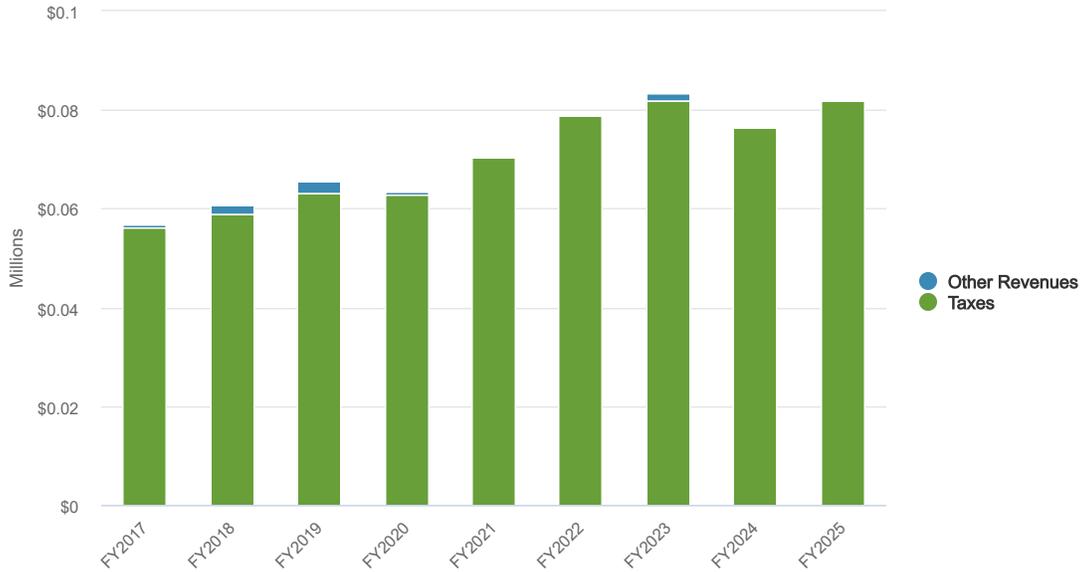
The City of Cotati is projecting \$82,000 of revenue in FY2025, which represents a 7.2% increase over the prior year. Budgeted expenditures are projected to be \$75,000, as the City will be utilizing funds towards streets projects during FY2025.



Revenues by Source

Measure M Streets is derived from a regional sales tax and as such the revenue projections are generated based on sales tax trends and known economic factors that are impacting regional sales or tax law.

Budgeted and Historical Revenues by Source



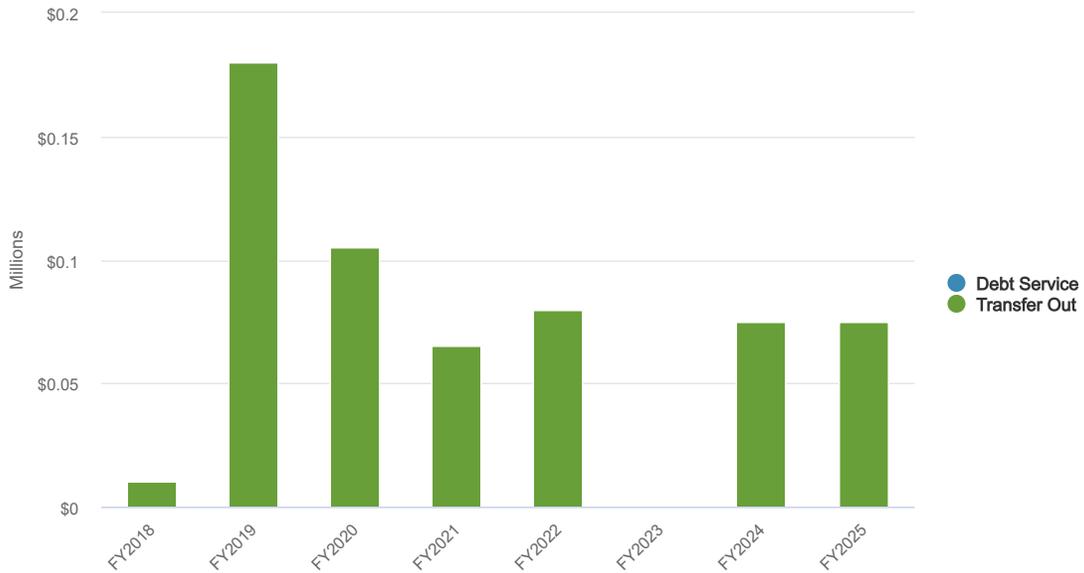
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Revenue Source						
Taxes	\$70,455	\$78,778	\$81,928	\$76,500	\$76,500	\$82,000
Other Revenues	\$129	\$45	\$1,422	\$0	\$4,000	\$0
Total Revenue Source:	\$70,584	\$78,823	\$83,350	\$76,500	\$80,500	\$82,000



Expenditures by Expense Type

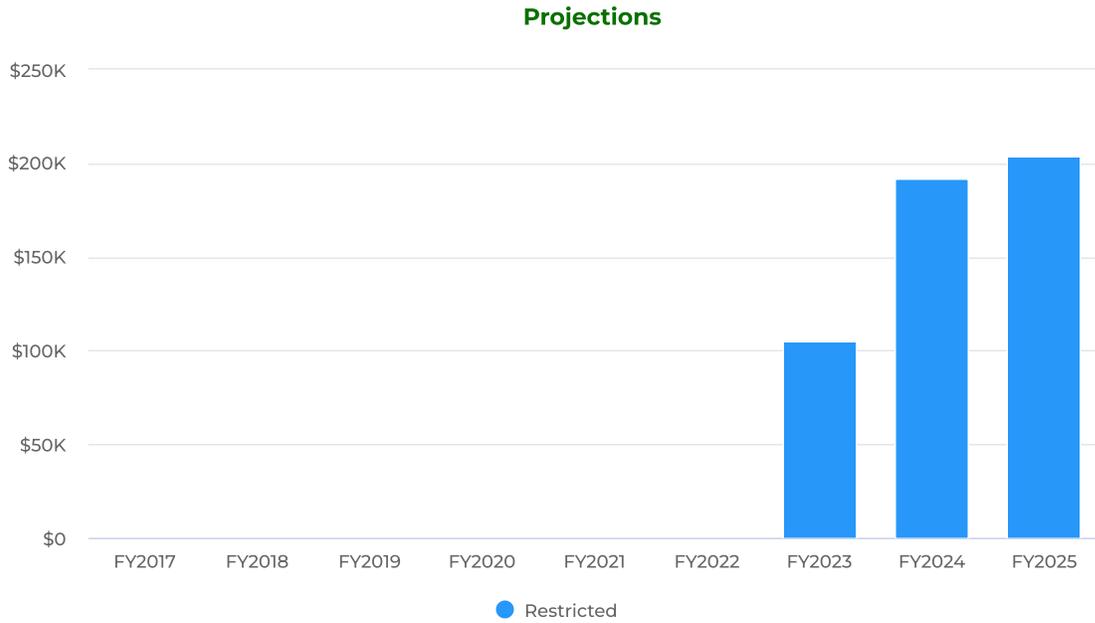
Measure M Streets is utilized for the maintenance and refurbishment of our local roads and bicycle safety projects. As such, all expenditures are related to transfers out to the capital projects funds that account for the expenditures for such projects. There are no projected expenditures for FY2024.

Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Expense Objects						
Debt Service	\$0	\$0	\$284	\$0	-\$57	\$0
Transfer Out	\$65,000	\$80,000	\$0	\$75,000	\$75,000	\$75,000
Total Expense Objects:	\$65,000	\$80,000	\$284	\$75,000	\$74,943	\$75,000

Fund Balance



Financial Summary	FY2024	FY2025	% Change
Fund Balance	—	—	
Restricted	\$192,079	\$203,489	5.9%
Total Fund Balance:	\$192,079	\$203,489	5.9%



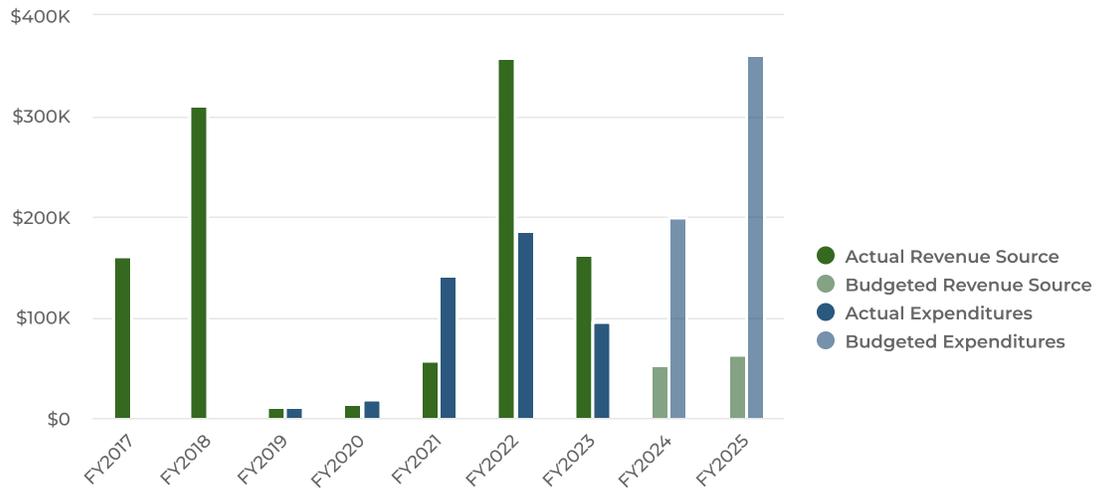
Traffic Mitigation

Fund 205

Funds are received from development and used for street improvements, as specified in the fee program. The fees collected in this program allow the City to construct transportation impacts identified in its Capital Improvement Program (CIP).

Summary

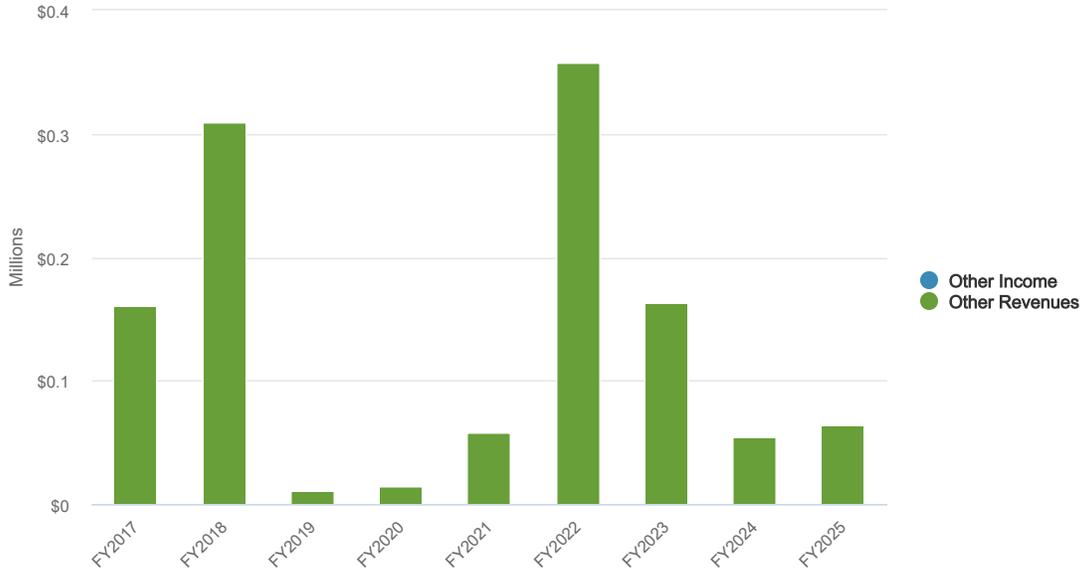
The City of Cotati is projecting \$64K of revenue in FY2025, which is a \$10K increase from prior year due to increased investment earnings in the prior year. Budgeted expenditures are projected to increase by 81.0% from \$200K to \$362K in FY2025, as it is strategically utilized for streets and pedestrian safety projects around the City.



Revenues by Source

These funds are derived from developments based on the projected impact on our roads caused by additional traffic flows.

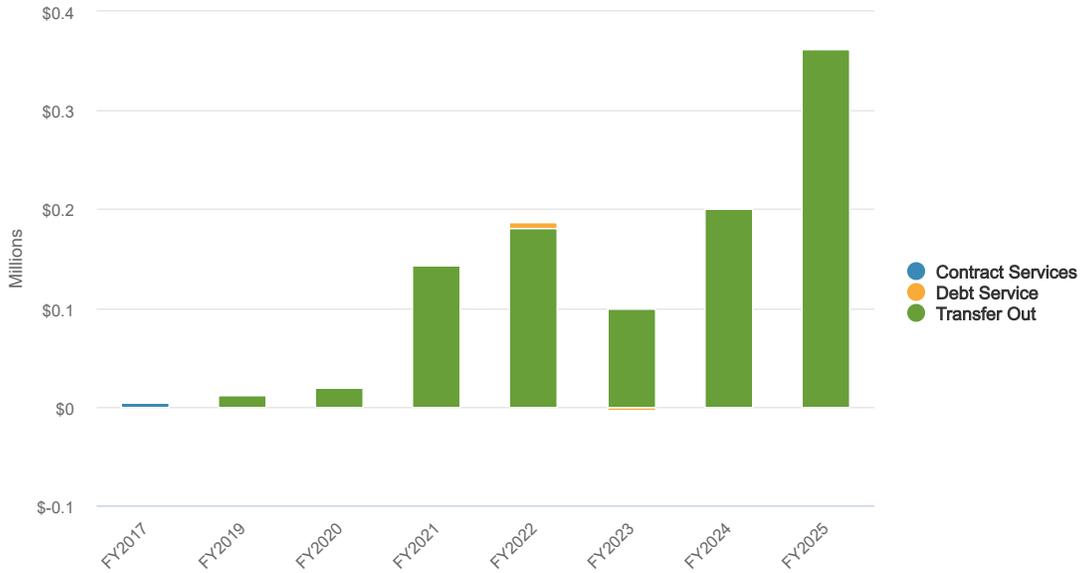
Budgeted and Historical Revenues by Source



Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Revenue Source						
Other Revenues	\$58,092	\$357,980	\$163,550	\$54,000	\$24,250	\$64,000
Total Revenue Source:	\$58,092	\$357,980	\$163,550	\$54,000	\$24,250	\$64,000

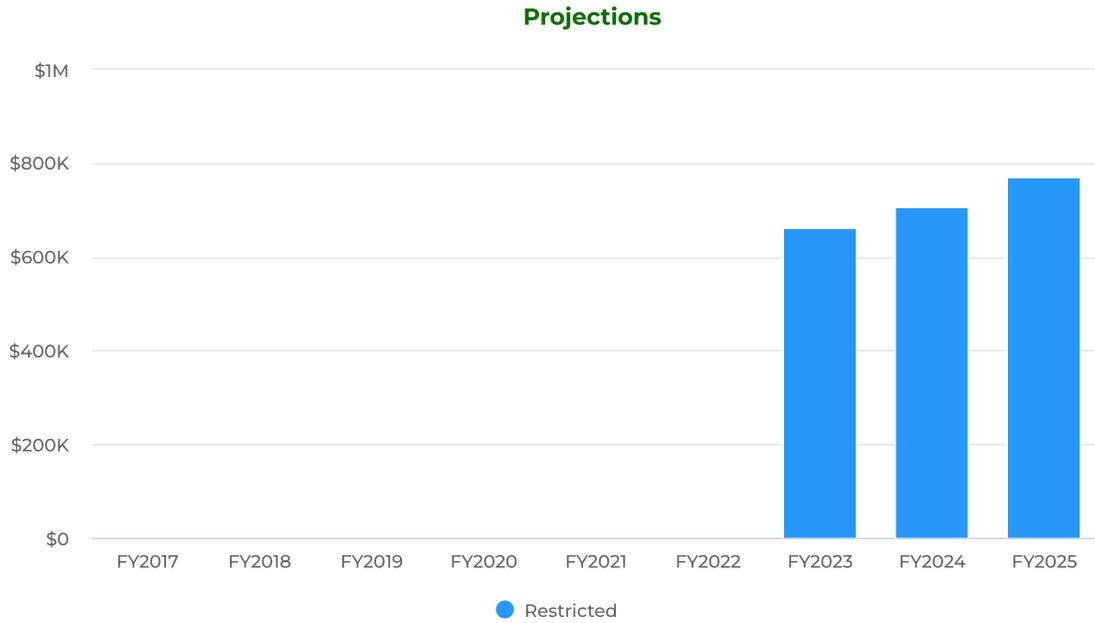
Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Expense Objects						
Debt Service	\$0	\$6,253	-\$3,839	\$0	-\$124	\$0
Transfer Out	\$142,581	\$180,345	\$100,000	\$200,000	\$0	\$362,000
Total Expense Objects:	\$142,581	\$186,598	\$96,161	\$200,000	-\$124	\$362,000

Fund Balance



Financial Summary	FY2024	FY2025	% Change
Fund Balance	—	—	
Restricted	\$705,532	\$771,032	9.3%
Total Fund Balance:	\$705,532	\$771,032	9.3%





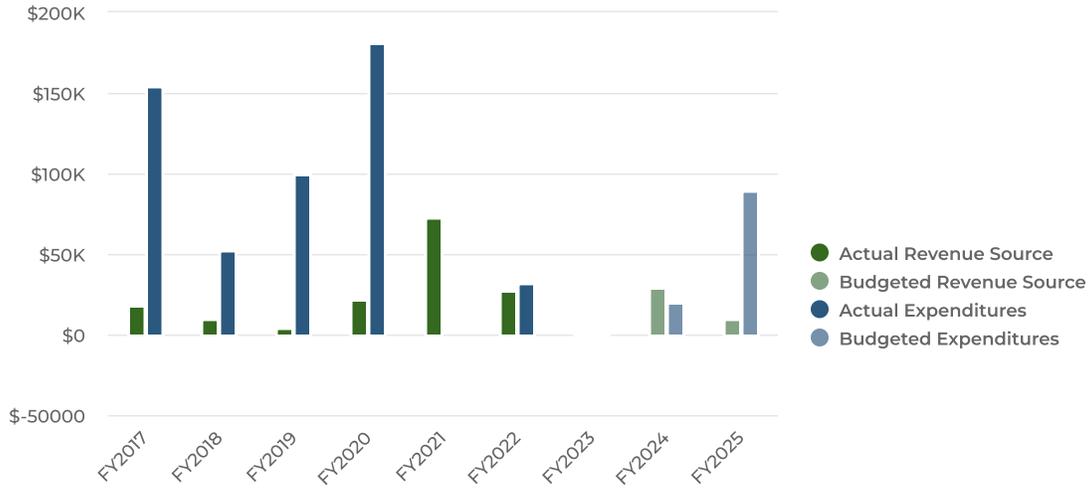
Park In-Lieu

Fund 206

Funds are received from development permits, and used for park improvements and development, as specified in the fee program.

Summary

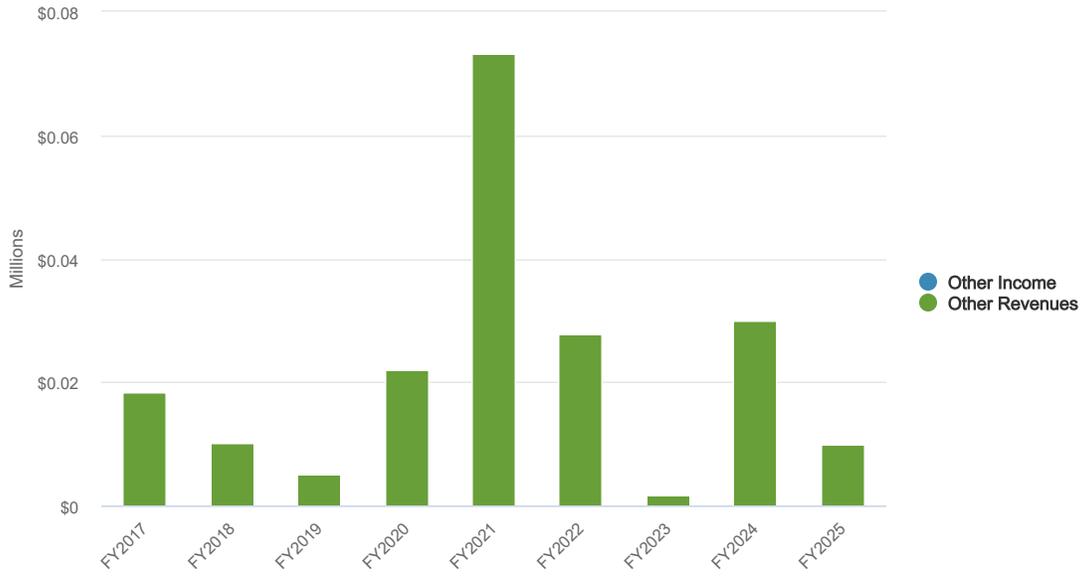
The City of Cotati is projecting \$10.0K of revenue in FY2025, which represents a 66.7% decrease over the prior year. Budgeted expenditures are projected to increase by 350.0% from \$20.0K to \$90.0K in FY2025.



Revenues by Source

Revenues for the Park In-Lieu funds are derived from development and are projected based on existing development projects that have started construction, and as such revenues are more certain, they can be reasonably calculated. The revenues projected for FY2024 represent the remaining expected balance from Kessing Ranch as development nears completion.

Budgeted and Historical Revenues by Source

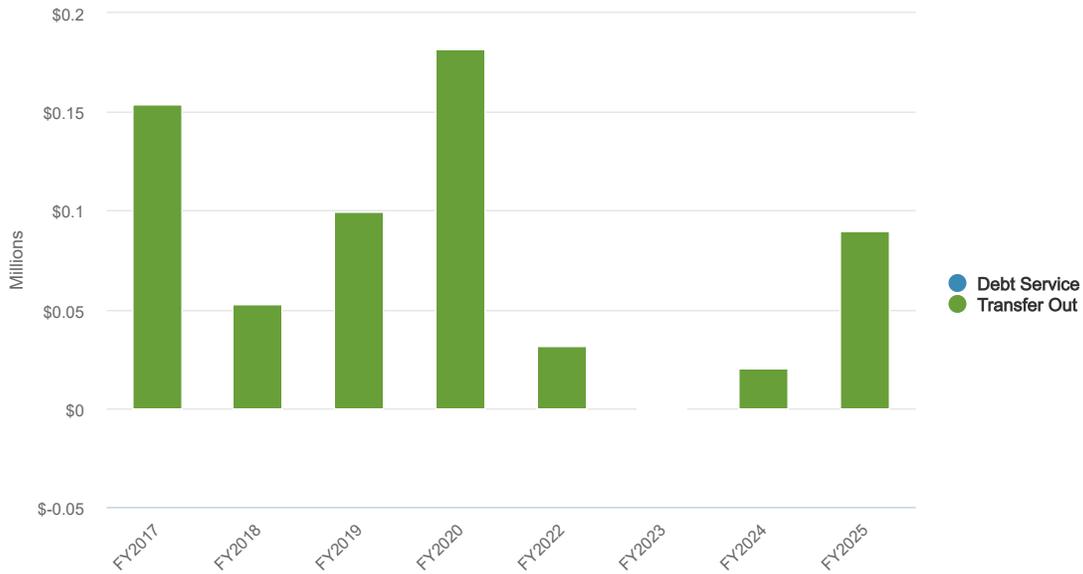


Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Revenue Source						
Other Revenues	\$73,287	\$27,742	\$1,760	\$30,000	\$3,000	\$10,000
Total Revenue Source:	\$73,287	\$27,742	\$1,760	\$30,000	\$3,000	\$10,000

Expenditures by Expense Type

Expenditures for this fund are transfers out to the Capital Projects Funds where the parks projects are expended. For FY2024, funds are expected to be utilized for the Sunflower Park Improvement Project.

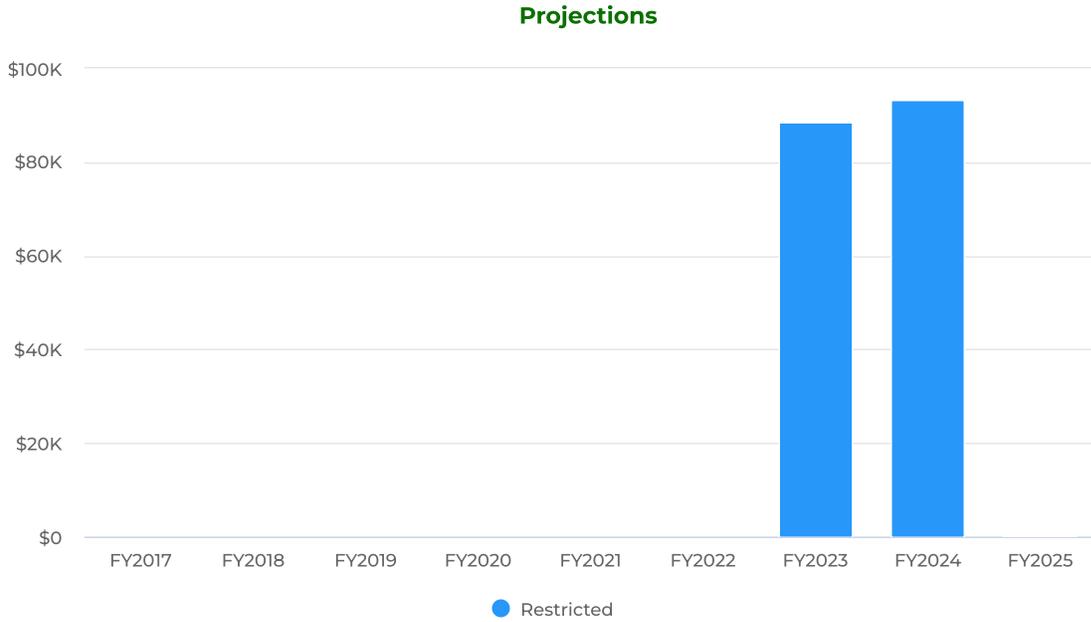
Budgeted and Historical Expenditures by Expense Type



Name	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Expense Objects					
Debt Service	\$907	-\$584	\$0	-\$17	\$0
Transfer Out	\$31,584	\$0	\$20,000	\$0	\$90,000
Total Expense Objects:	\$32,491	-\$584	\$20,000	-\$17	\$90,000

Fund Balance

The fund balance for FY2025 is anticipated to be reduced to \$80.0K as the retained reserves are utilized for parks projects within the City.



Financial Summary	FY2024	FY2025	% Change
Fund Balance	—	—	
Restricted	\$93,439	\$229	-99.8%
Total Fund Balance:	\$93,439	\$229	-99.8%





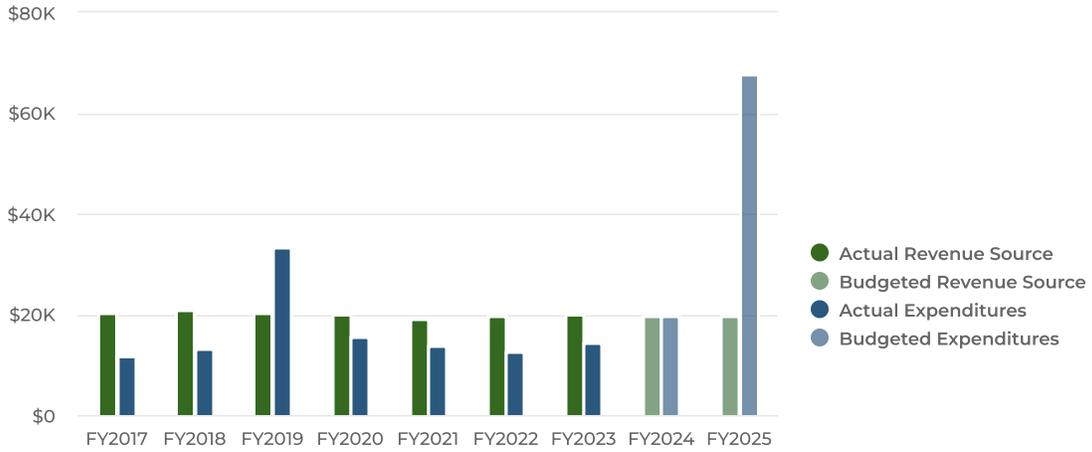
PEG Fees

Fund 208

Public Education and Government Access (PEG) grant funding are special funds received by the City to support public, educational and government transparency by broadcasting public meetings.

Summary

The City of Cotati is projecting \$20K of revenues in FY 2025 consistent with the proposed revenues in the prior year. Expenses are anticipated to increase by 240.0%, or \$48.0K to \$68.0K



Revenues by Source

PEG revenues are derived from Franchise Fees collected from video service providers holding state-issued franchises to operate within the City. These estimated revenues are derived based on historical trends.

Budgeted and Historical Revenues by Source

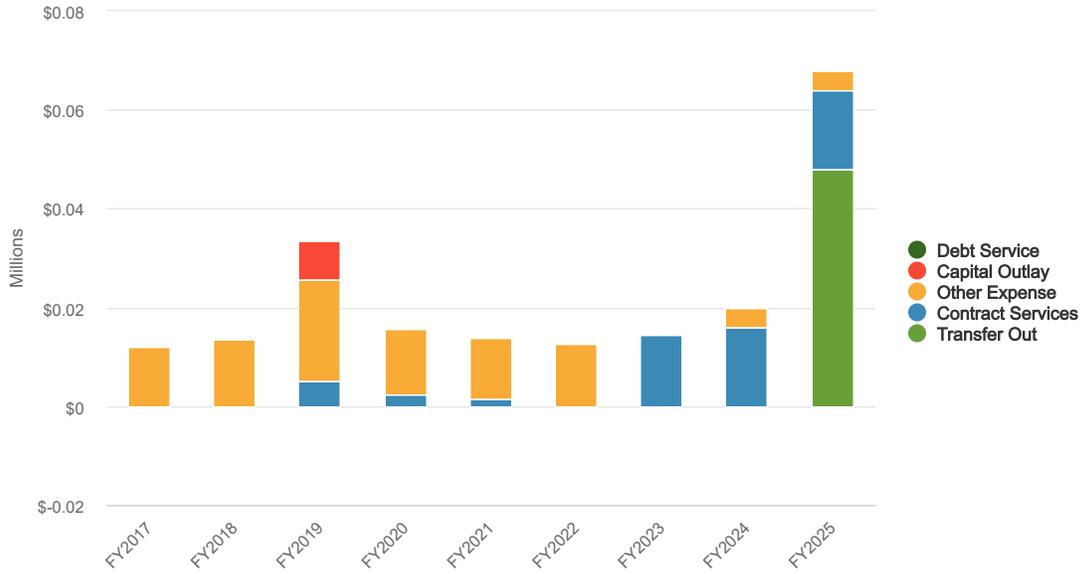


Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Revenue Source						
Franchise Fees	\$19,177	\$19,882	\$19,439	\$20,000	\$20,000	\$20,000
Other Revenues	\$86	\$48	\$738	\$0	\$2,300	\$0
Total Revenue Source:	\$19,263	\$19,930	\$20,177	\$20,000	\$22,300	\$20,000

Expenditures by Expense Type

Expenditures for this fund are typically for equipment upgrades or replacement as well as contract services for local broadcasting of meetings and other public information.

Budgeted and Historical Expenditures by Expense Type

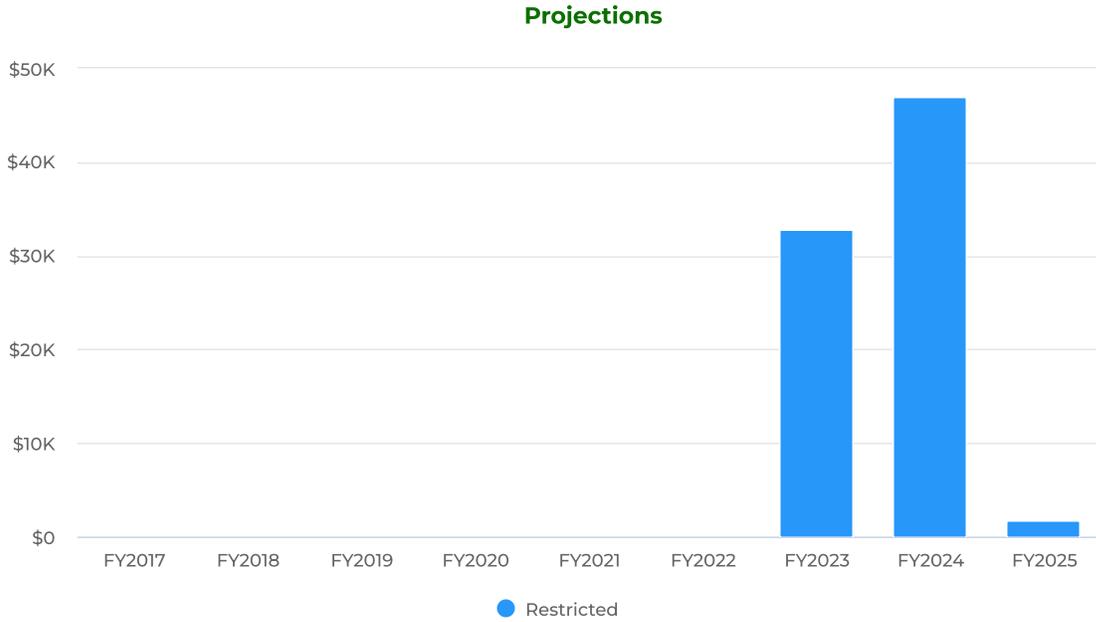


Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Expense Objects						
Contract Services	\$1,333	\$0	\$14,399	\$16,000	\$6,143	\$16,000
Other Expense	\$12,553	\$12,553	\$296	\$4,000	\$0	\$4,000
Debt Service	\$0	\$233	-\$65	\$0	\$14	\$0
Transfer Out	\$0	\$0	\$0	\$0	\$0	\$48,000
Total Expense Objects:	\$13,887	\$12,787	\$14,630	\$20,000	\$6,157	\$68,000



Fund Balance

The fund balance for FY2025 is projected to decrease by \$48.0K from the FY2024 fund balance as funds are transferred out to help fund the AV System Upgrade in City Hall.



Financial Summary	FY2024	FY2025	% Change
Fund Balance	—	—	
Restricted	\$46,965	\$1,715	-96.3%
Total Fund Balance:	\$46,965	\$1,715	-96.3%





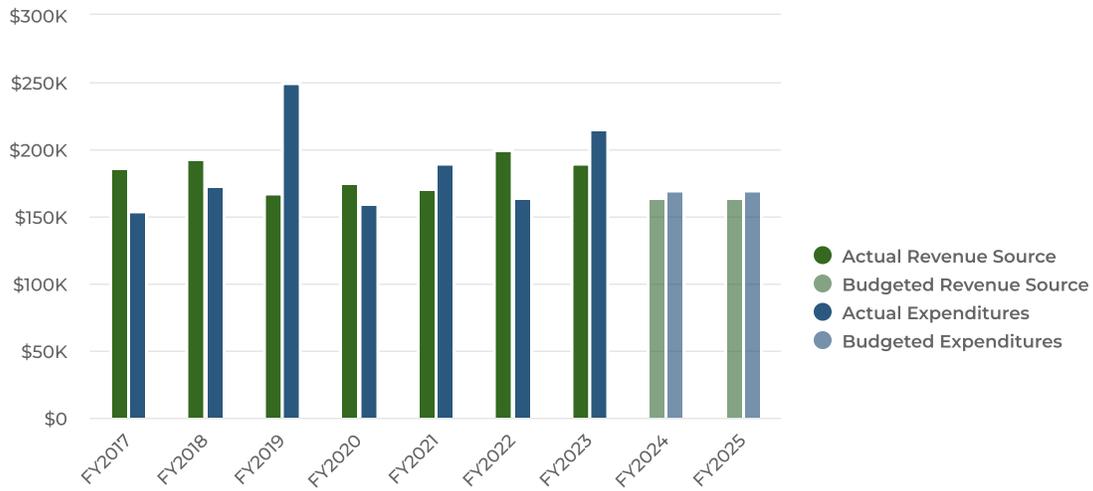
Public Safety

Fund 211

The Citizens Option for Public Safety (COPS) program provides funding to local agencies for the purpose of public safety. The funds are to supplement and not supplant existing funding for front line services. This fund also includes other Public Safety related grants.

Summary

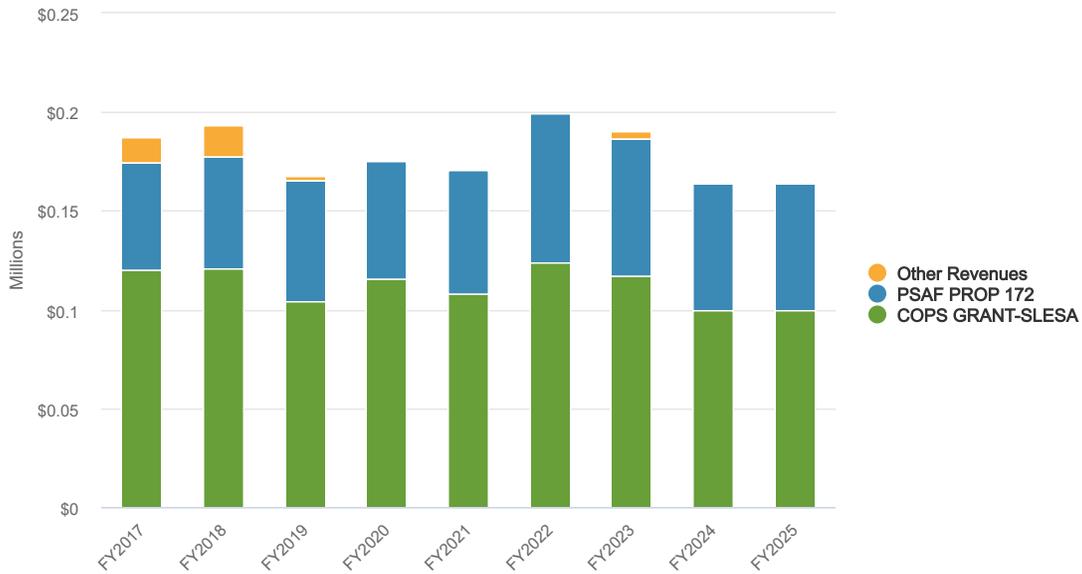
The City of Cotati is projecting \$164K of revenue in FY2025, which is consistent with the prior year. Budgeted expenditures are projected to remain constant at \$170K in FY2025. All funds are transferred to the General Fund to support police operations in line with the special revenues.



Revenues by Source

The Public Safety Fund receives revenues from both Prop 172 and well as the Citizens Option for Public Safety (COPS) Supplemental Law Enforcement Services Account (SLESA) Grants. Proposition 172 is a 1/2 cent sales that is in support of local public safety functions across all of California's cities and counties. As this is sales tax derived, we utilize our sales tax consultants to assist in estimate creation for the anticipated receipts for each fiscal year. The COPS grant is provided from State General Funds to local counties and cities in order to support local law enforcement. A summary of these special revenues is available [here](#). Estimates on the annual funding available are calculated based on historical trends as well as projections received by the State.

Budgeted and Historical Revenues by Source



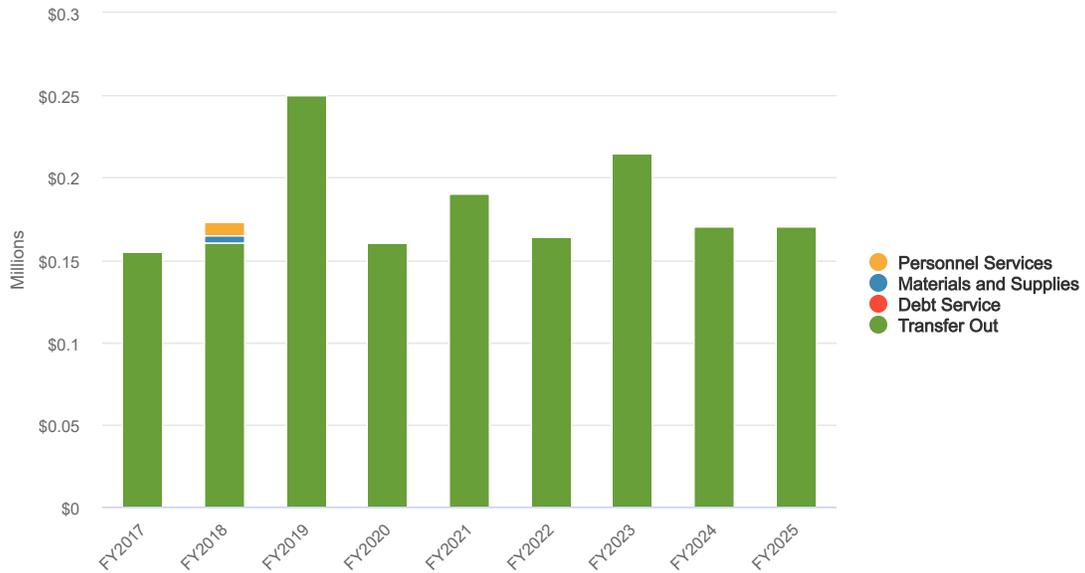
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Revenue Source							
PSAF PROP 172	\$62,866	\$75,848	\$69,323	\$64,000	\$72,000	\$64,000	0%
Other Revenues	\$485	\$128	\$3,799	\$0	\$1,500	\$0	0%
COPS GRANT-SLESA	\$107,807	\$123,539	\$116,929	\$100,000	\$118,000	\$100,000	0%
Total Revenue Source:	\$171,159	\$199,514	\$190,050	\$164,000	\$191,500	\$164,000	0%



Expenditures by Expense Type

These special revenues are intended to support the operations of the local police safety program and as such are included within the budget as transfers out to the General Fund which maintains the full costs of operations for the Police Department.

Budgeted and Historical Expenditures by Expense Type

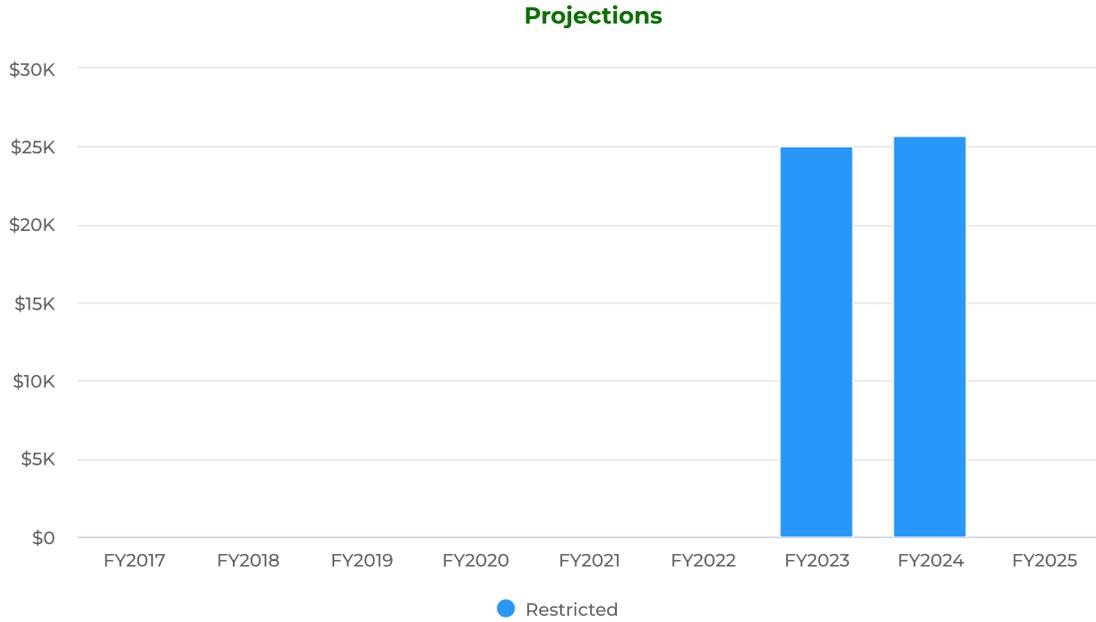


Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Expense Objects						
Debt Service	\$0	\$218	\$656	\$0	-\$36	\$0
Transfer Out	\$190,000	\$164,000	\$215,000	\$170,000	\$210,000	\$170,000
Total Expense Objects:	\$190,000	\$164,218	\$215,656	\$170,000	\$209,964	\$170,000



Fund Balance

The fund balance for FY2025 is estimated to be \$532. This fund balance is expected to remain low as the funding is to be used to support current police services.



Financial Summary	FY2024
Fund Balance	—
Restricted	\$25,713
Total Fund Balance:	\$25,713





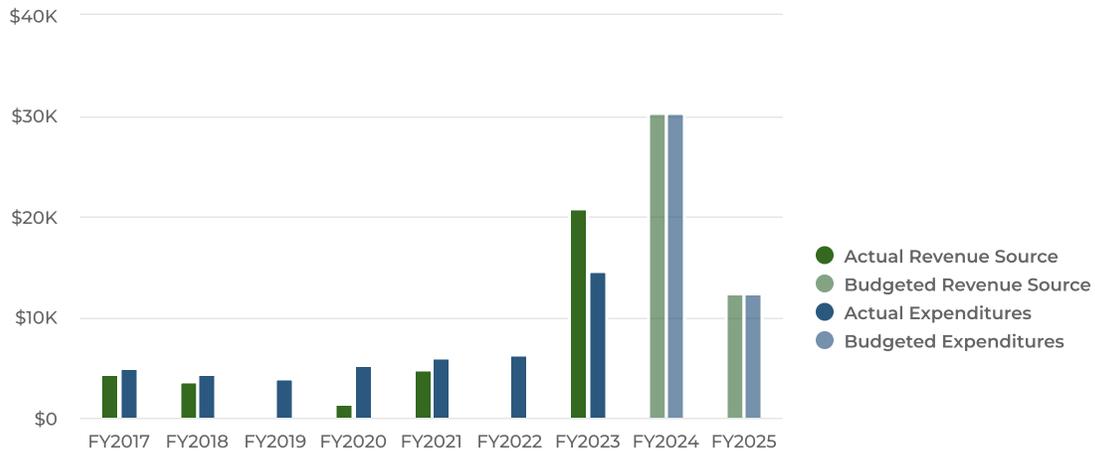
K-9 Program

Fund 212

This fund accounts for funds received from private donations that are utilized for the Police Department K-9 program that provides for police officers safety, narcotics enforcement, and community relations.

Summary

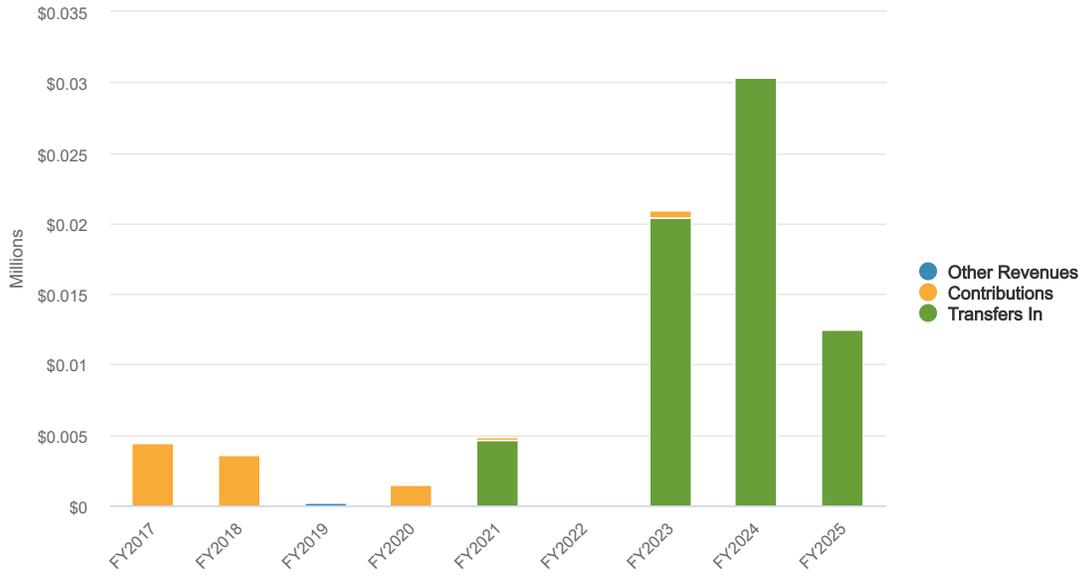
The City of Cotati is projecting \$12.5K of revenue needs in FY2025, which represents a 58.8% decrease over the prior year. These revenues are derived primarily from general fund transfers-in of Measure S sales tax funds to support the K-9 program. In fiscal year 2024, the City trained and deployed its first scent hound. Budgeted expenditures are also projected to decrease by 58.8% to \$12.5K as training is reduced from FY2024.



Revenues by Source

This fund is primarily funded by contributions from local businesses and citizens in order to support the K-9 program at the Police Department. Due to the passing of Measure G and now it's replacement, Measure S, there are now transfer balances from the general fund that supplement funds needed to pay for the training and supplies needed for our current K-9 Remo, and our future scent tracking dog.

Budgeted and Historical Revenues by Source



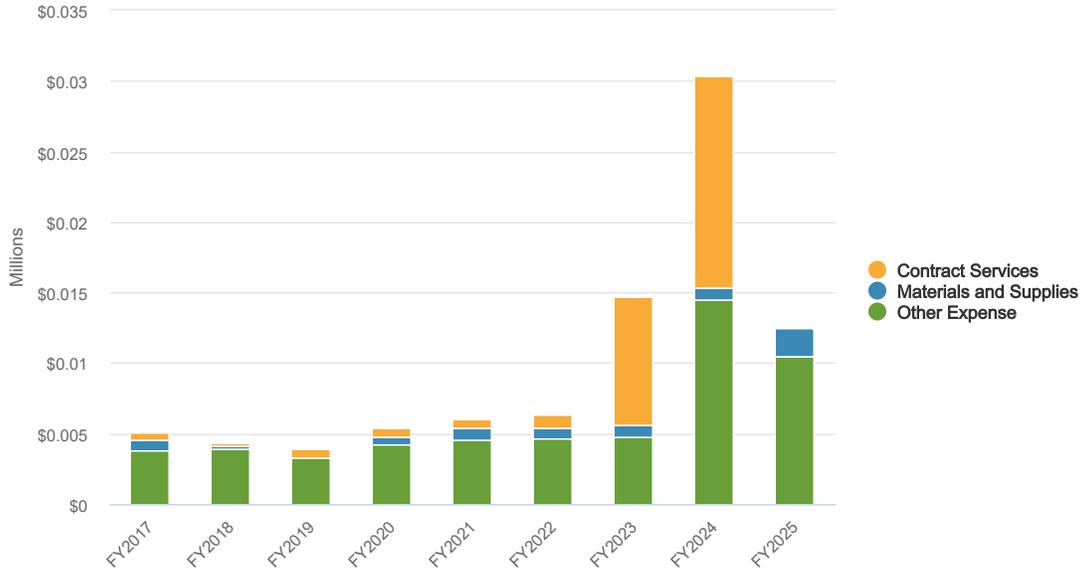
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Revenue Source						
Other Revenues	\$0	\$0	\$0	\$0	\$0	\$0
Contributions	\$238	\$72	\$546	\$0	\$1,200	\$0
Transfers In	\$4,612	\$0	\$20,394	\$30,340	\$30,340	\$12,500
Total Revenue Source:	\$4,851	\$72	\$20,940	\$30,340	\$31,540	\$12,500



Expenditures by Expense Type

This fund pays for the expense related to the K-9 program including ongoing training, veterinarian visits and supplies.

Budgeted and Historical Expenditures by Expense Type

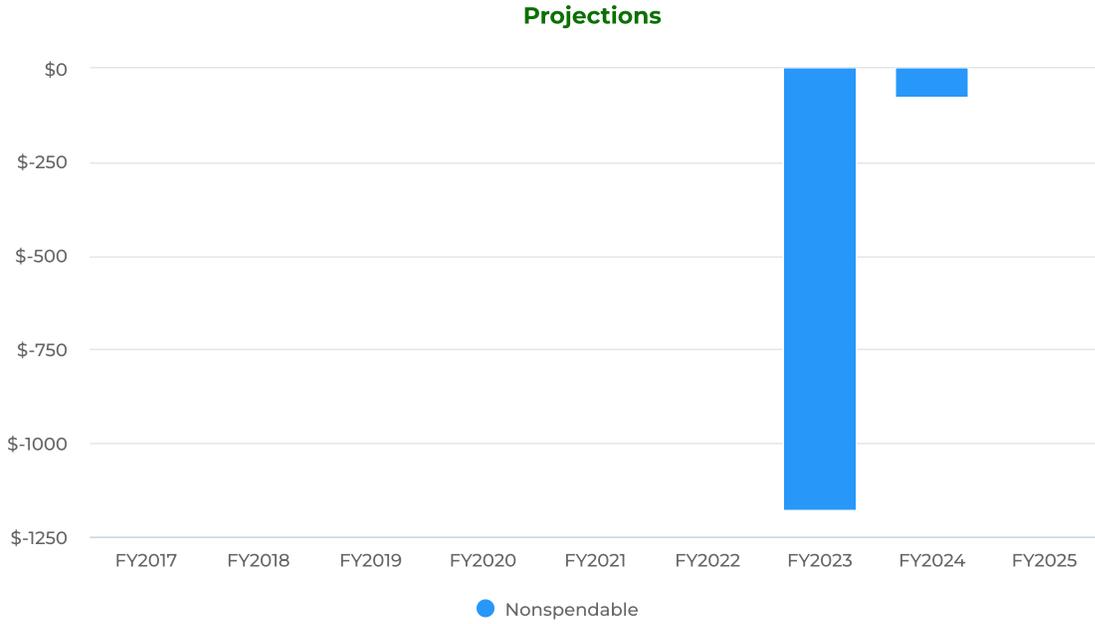


Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Expense Objects						
Materials and Supplies	\$868	\$767	\$756	\$840	\$3,100	\$2,000
Contract Services	\$663	\$897	\$9,142	\$15,000	\$20,560	\$0
Other Expense	\$4,500	\$4,650	\$4,800	\$14,500	\$5,580	\$10,500
Total Expense Objects:	\$6,031	\$6,314	\$14,698	\$30,340	\$29,240	\$12,500



Fund Balance

We will continue to maintain this fund for those who wish to make supporting donations to the program in support of our current and future K-9 Officers.



Financial Summary	FY2024
Fund Balance	—
Nonspendable	\$-74
Total Fund Balance:	\$-74





In-Lieu Inclusionary Housing

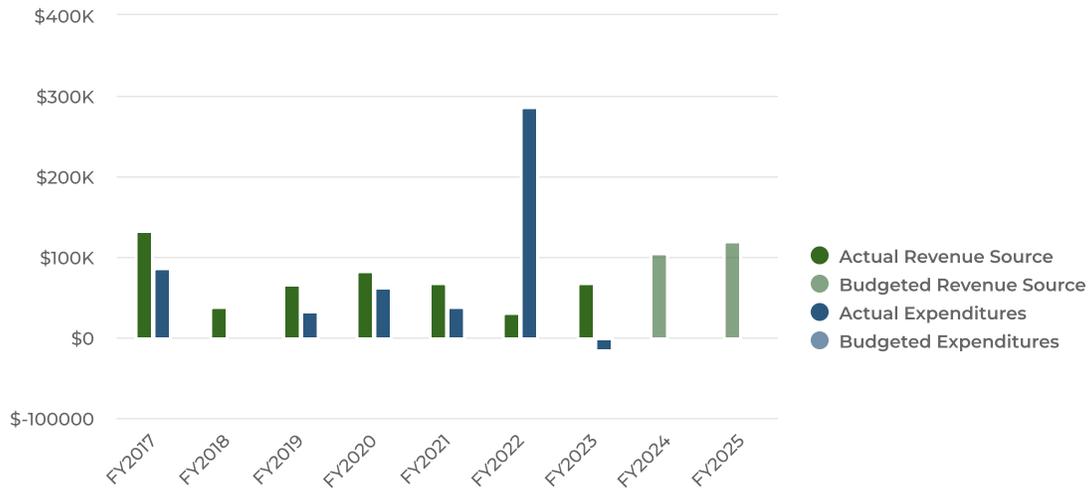
Fund 216

Funds are received from development and used for providing affordable housing.

This fund continues to be a major fund as the Assets held by the fund are significant and will be utilized for funding appropriate housing projects going forward.

Summary

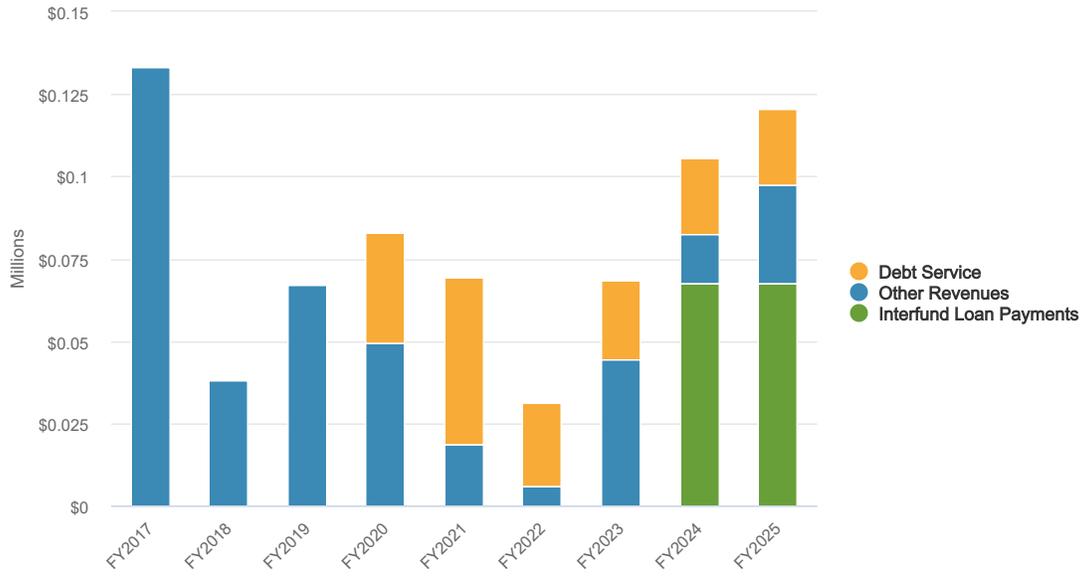
The City of Cotati is projecting \$120.5K of revenue in FY2025, which is a 14.2% increase from the prior year. The City is not projecting any budgeted expenditures for FY2025.



Revenues by Source

Revenues for the Inclusionary Housing Fund are primarily derived from developments in order to support more affordable housing projects/development. Additionally, the fund supported an inter-fund loan to the Sewer Fund and, as such, has increased revenues based on interest earnings on that loan. The projected revenues for FY2025 are estimated based on only receiving interfun debt service payments.

Budgeted and Historical Revenues by Source



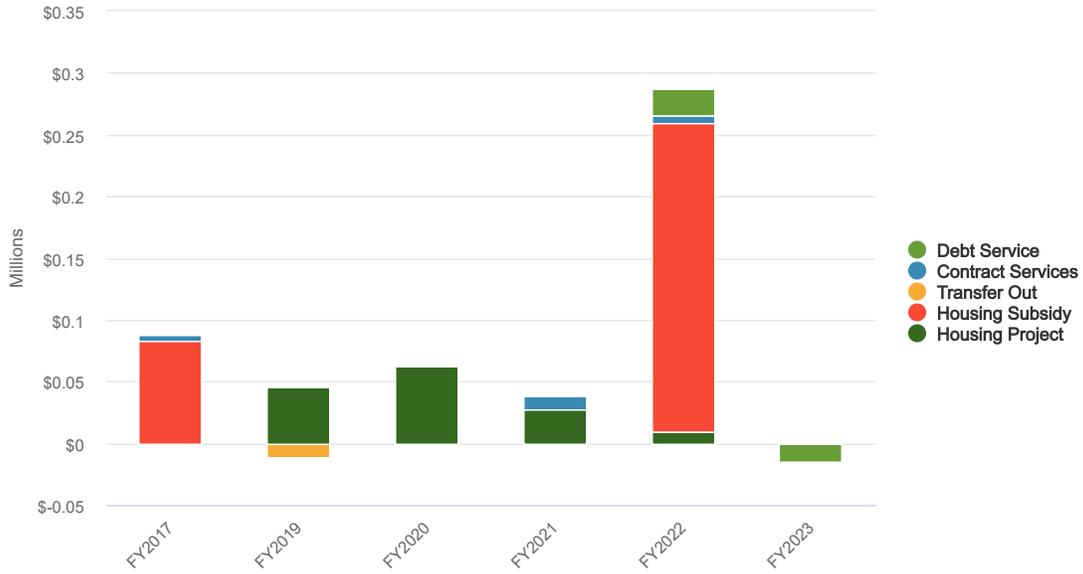
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Revenue Source						
Interfund Loan Payments	\$0	\$0	\$0	\$67,499	\$67,500	\$67,499
Other Revenues	\$18,510	\$5,708	\$44,223	\$15,000	\$92,500	\$30,000
Debt Service	\$50,878	\$25,517	\$24,316	\$23,069	\$23,069	\$23,069
Total Revenue Source:	\$69,389	\$31,225	\$68,540	\$105,568	\$183,069	\$120,568



Expenditures by Expense Type

Expenditures for this fund are primarily for supporting affordable housing development projects as well as housing subsidy costs.

Budgeted and Historical Expenditures by Expense Type

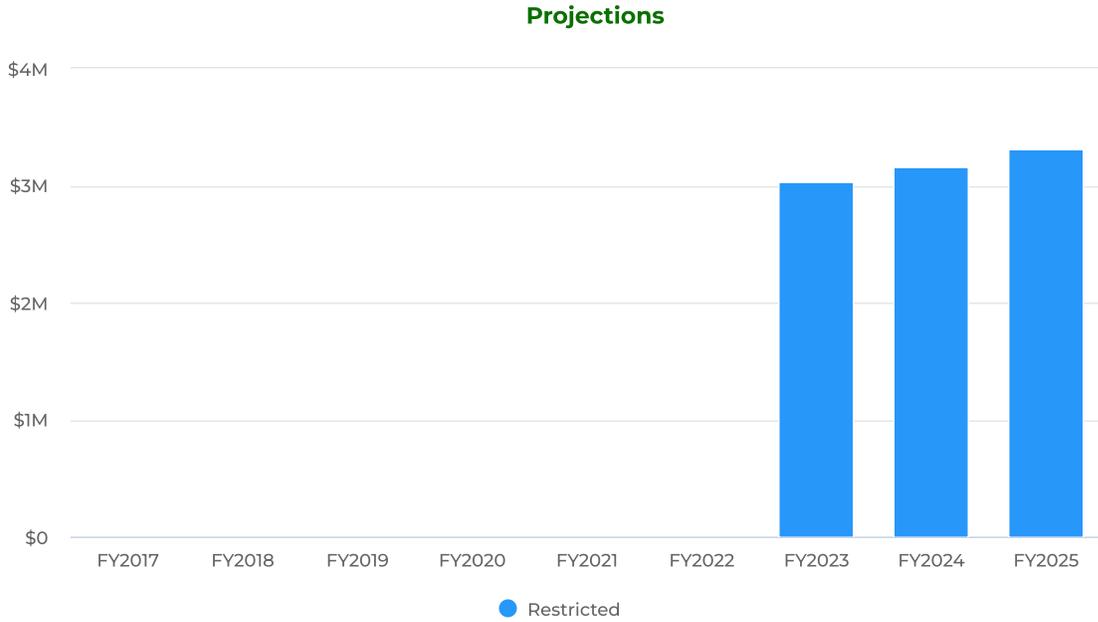


Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate
Expense Objects					
Contract Services	\$11,463	\$6,075	\$0	\$0	\$27,188
Debt Service	\$0	\$22,619	-\$14,500	\$0	-\$415
Housing Subsidy	\$0	\$250,000	\$0	\$0	\$1,650,000
Housing Project	\$27,208	\$8,878	\$0	\$0	\$0
Total Expense Objects:	\$38,671	\$287,572	-\$14,500	\$0	\$1,676,772



Fund Balance

The fund balance for this fund makes it a significant fund for the City. Fund balance is anticipated to increase by \$120.5K for FY2025, but it is subject to change based on strategic projects that may develop over the coming fiscal year.



Financial Summary	FY2024	FY2025	% Change
Fund Balance	—	—	
Restricted	\$3,165,175	\$3,307,612	4.5%
Total Fund Balance:	\$3,165,175	\$3,307,612	4.5%





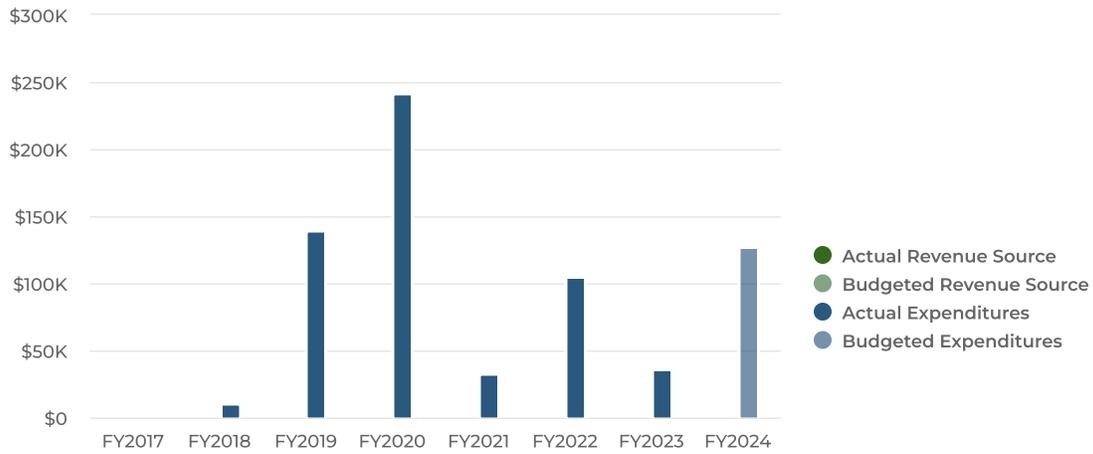
Excess Bond Proceeds

Fund 219

This Fund is used to account for excess funds available from previously issued bonds. It is used for strategic one-time investments for economic development.

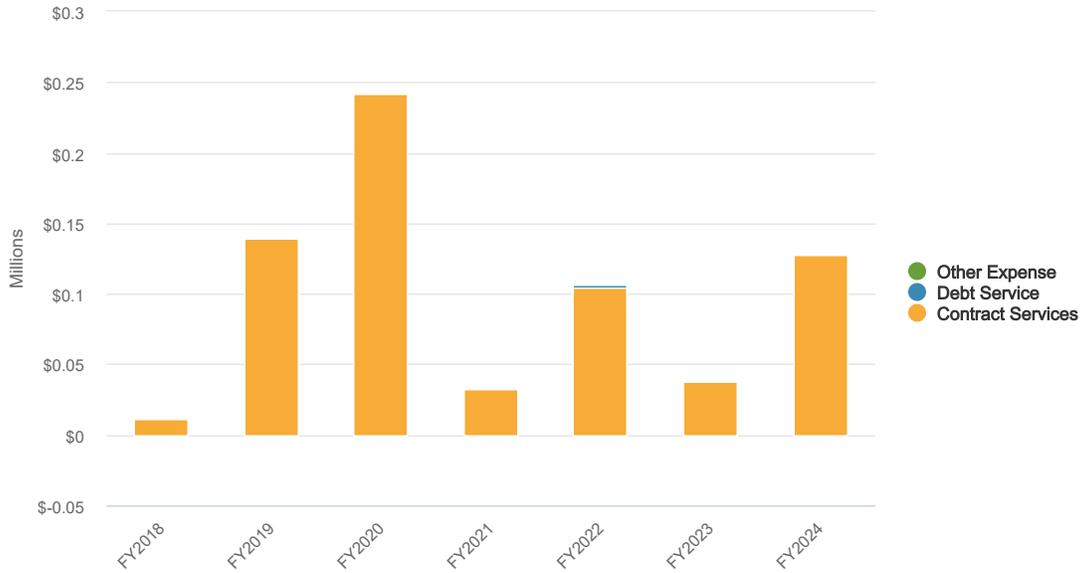
Summary

The City of Cotati is not projecting any revenues as this fund was generated based on historical one-time receipts. As funding continues to be used for strategic economic development projects the expenditures were completed in FY 2024 with no remaining fund balance.



Expenditures by Expense Type

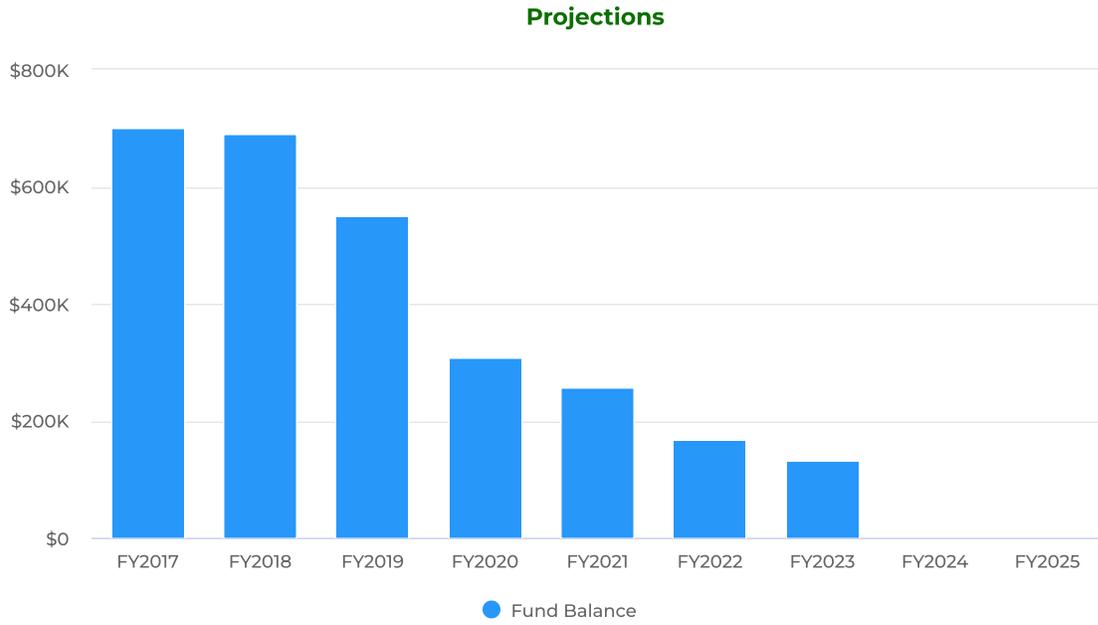
Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate
Expense Objects					
Contract Services	\$33,006	\$104,202	\$37,433	\$128,000	\$133,237
Debt Service	\$0	\$1,783	-\$1,251	\$0	\$0
Total Expense Objects:	\$33,006	\$105,985	\$36,182	\$128,000	\$133,237

Fund Balance

The City is not projecting a fund balance for FY2025





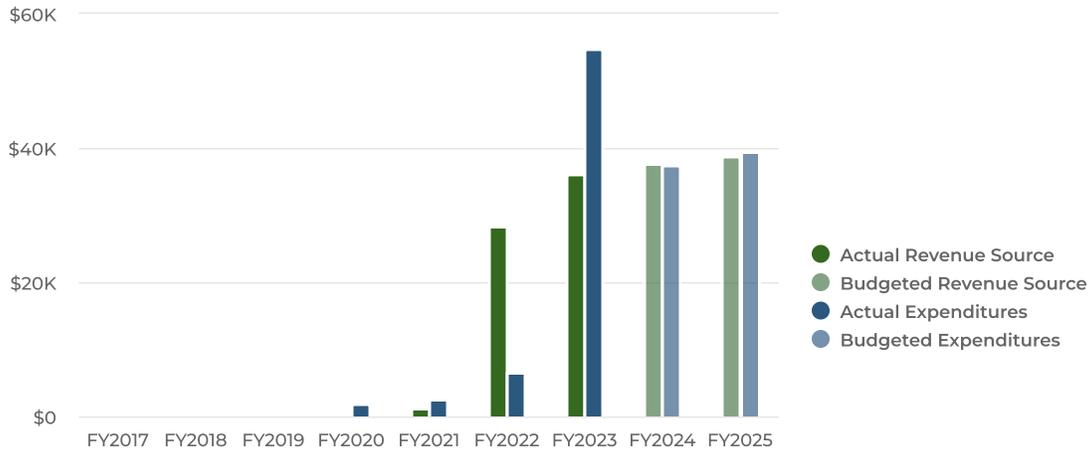
Community Facilities District

Fund 220

To account for funds received to provide enhanced services to designated Community Facilities Districts (CFDs) in the City.

Summary

This fund represents new assessment fees on new developments to be used to supplement the additional funding requirements for maintaining services. As new development projects are completed, additional revenues are anticipated to increase as well as the correlating expenditures for transfers out to the general funds departments supporting the additional needs of the community. Current budgeted expenditures relate to the contract services used to maintain the assessment districts information and calculations of appropriate independent costs modeling for collections.



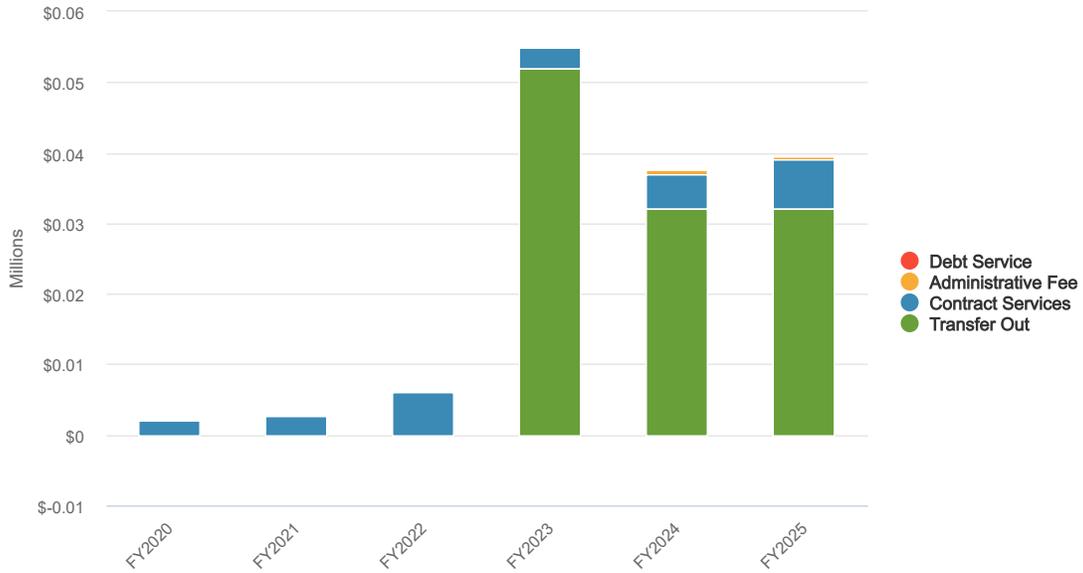
Revenues by Source

Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget	FY2024 Adopted Budget vs. FY2025 Budgeted (% Change)
Revenue Source							
Taxes	\$707	\$28,498	\$35,265	\$37,800	\$40,500	\$39,000	3.2%
Other Revenues	\$707	\$13	\$876	\$0	\$0	\$0	0%
Total Revenue Source:	\$1,415	\$28,511	\$36,141	\$37,800	\$40,500	\$39,000	3.2%



Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type

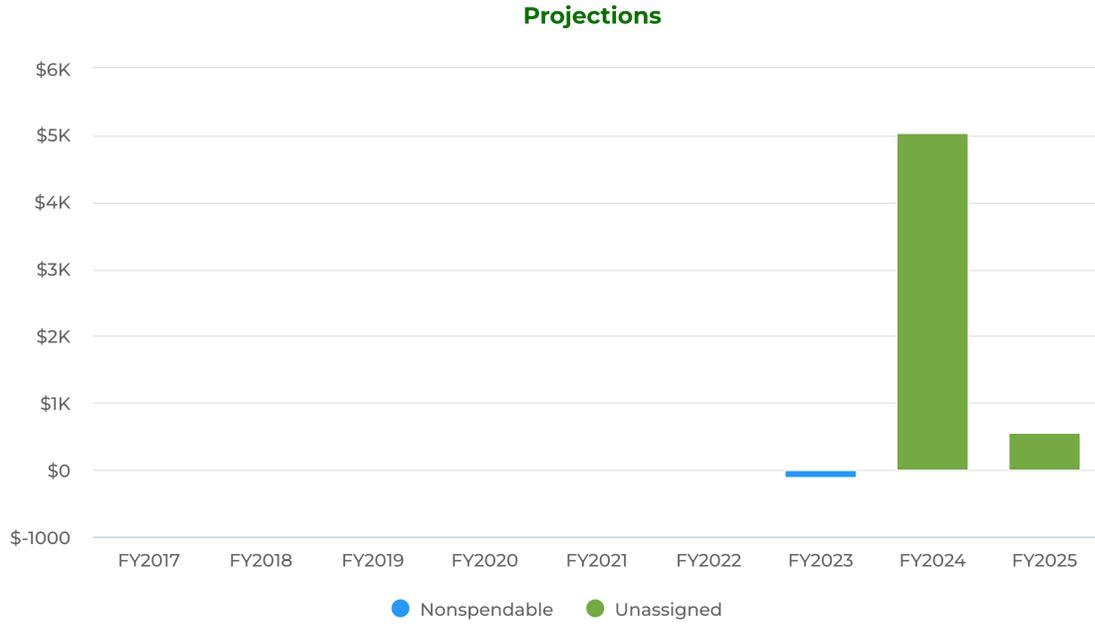


Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Expense Objects						
Contract Services	\$2,679	\$6,137	\$2,921	\$5,000	\$5,000	\$7,000
Administrative Fee	\$12	\$245	\$0	\$500	\$500	\$500
Debt Service	\$0	\$191	-\$2	\$0	\$0	\$0
Transfer Out	\$0	\$0	\$51,950	\$32,000	\$34,000	\$32,000
Total Expense Objects:	\$2,691	\$6,574	\$54,868	\$37,500	\$39,500	\$39,500



Fund Balance

The fund balance is anticipated to remain close to zero as revenues are provided to recover the initial costs for setting up these districts.



Financial Summary	FY2024	FY2025	% Change
Fund Balance	—	—	
Unassigned	\$5,051	\$551	-89.1%
Nonspendable	\$0	\$0	0%
Total Fund Balance:	\$5,051	\$551	-89.1%





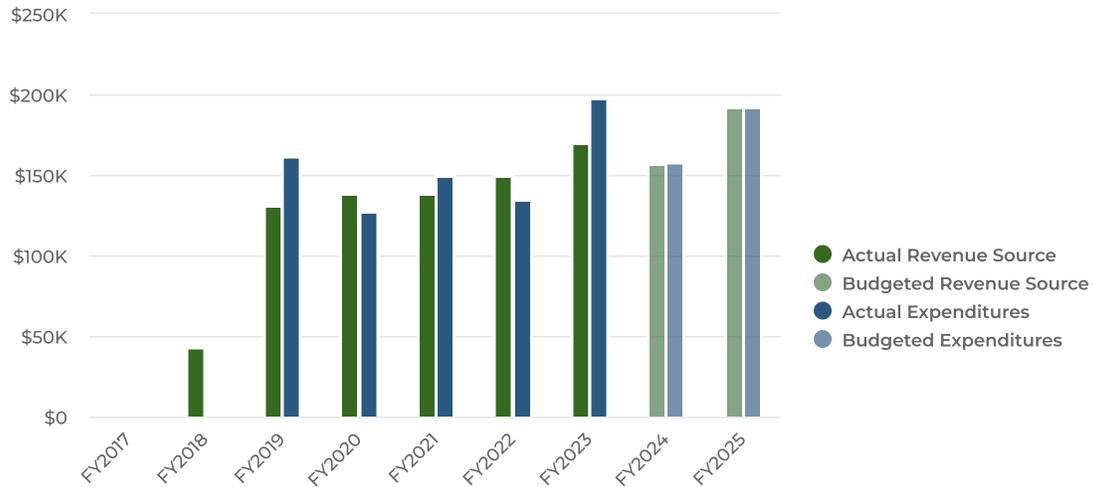
Road Maintenance Rehabilitation Administration

Fund 221

The Road Maintenance & Rehabilitation Administration (RMRA) is a fund used to account for funding received from the State related to Senate Bill 1 - The Road Repair and Accountability Act of 2017. This new fuel tax, which began on November 1, 2017, is to be used to fund local street and road maintenance and rehabilitation projects including traffic signals, and drainage improvements.

Summary

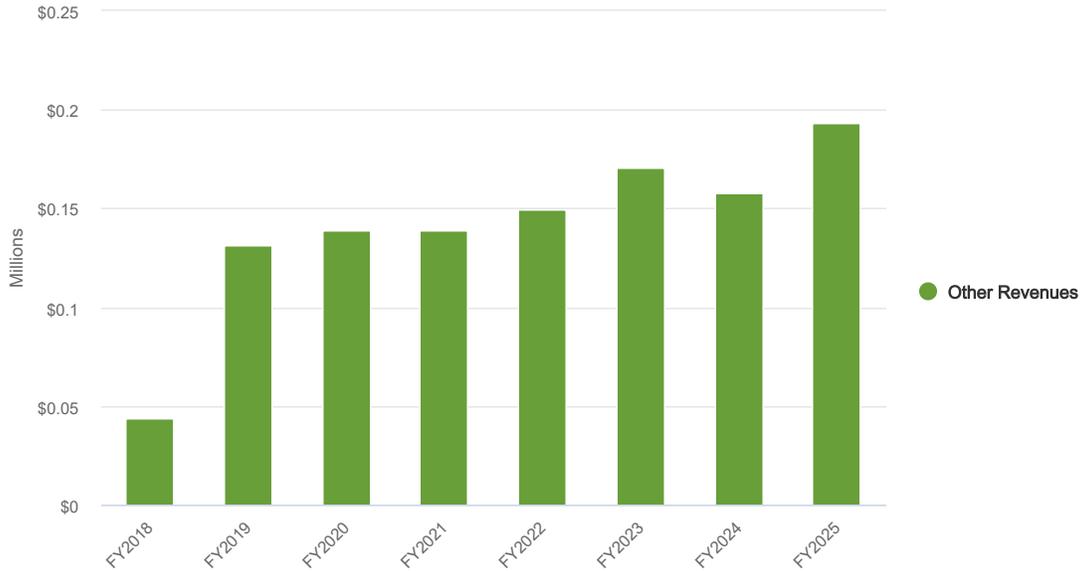
The City of Cotati is projecting \$193.0K of revenue in FY2025, which is a 22.5% increase from the prior year. Budgeted expenditures are also projected to increase to approximately \$193.0K to fund specific sections of street improvement projects within the City in FY2025.



Revenues by Source

Revenue for this fund represents additional new gas excise tax as well as vehicle registration tax for electric vehicles. Expectations on the revenues available from these funds are projected based on the same criteria as the Gas Tax Fund with additional support provided [here](#).

Budgeted and Historical Revenues by Source



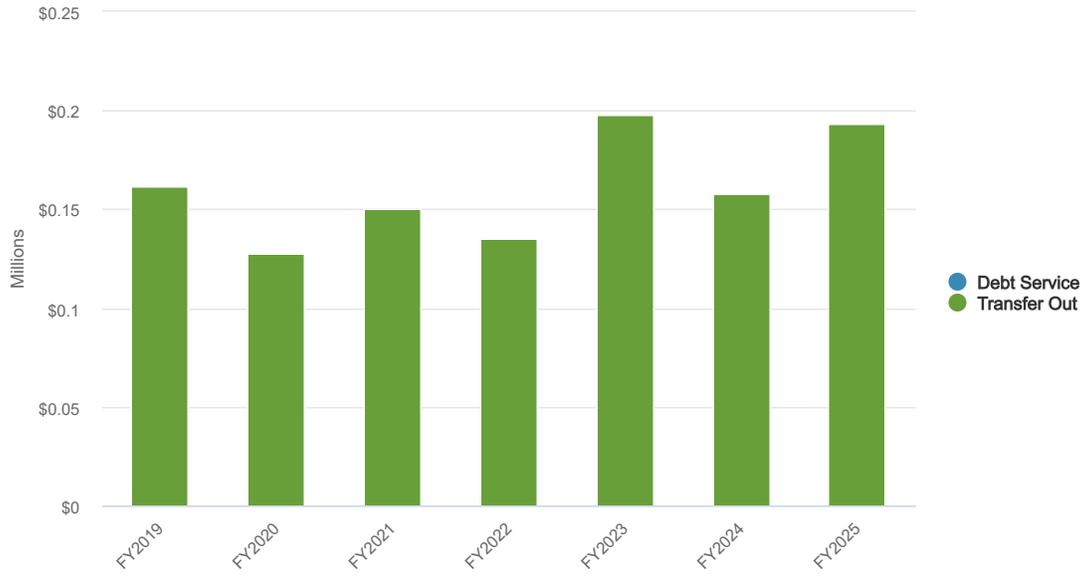
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Revenue Source						
Other Revenues	\$139,093	\$149,632	\$170,412	\$157,500	\$182,175	\$193,000
Total Revenue Source:	\$139,093	\$149,632	\$170,412	\$157,500	\$182,175	\$193,000



Expenditures by Expense Type

This fund is used for a specific streets project as approved by the State Department of Finance in advance of each budget year. As the City receives a minimal amount of funding it is typically included within the scope of work for a more significant streets improvement project, and therefore the expenditures are noted as a transfer out to the capital project fund where the project is being completed.

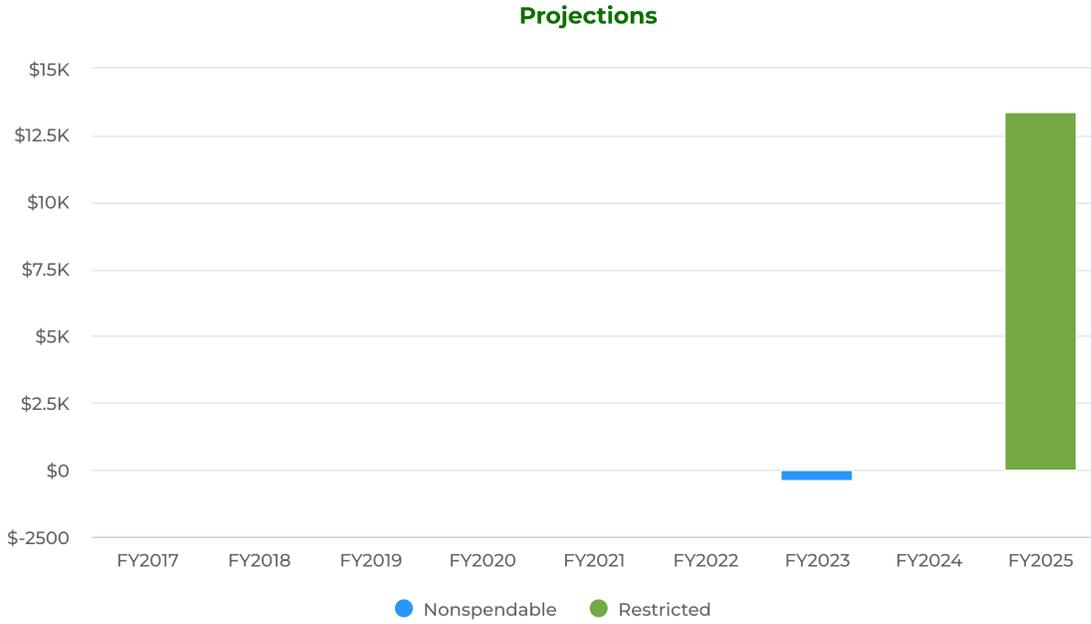
Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Expense Objects						
Debt Service	\$0	\$146	\$519	\$0	\$0	\$0
Transfer Out	\$150,001	\$135,000	\$197,882	\$158,193	\$182,000	\$193,000
Total Expense Objects:	\$150,001	\$135,146	\$198,401	\$158,193	\$182,000	\$193,000

Fund Balance

The fund balance for FY2025 is anticipated to be almost zero as the funding is to be used for ongoing current streets projects.



Financial Summary	FY2025
Fund Balance	—
Restricted	\$13,395
Nonspendable	\$0
Total Fund Balance:	\$13,395





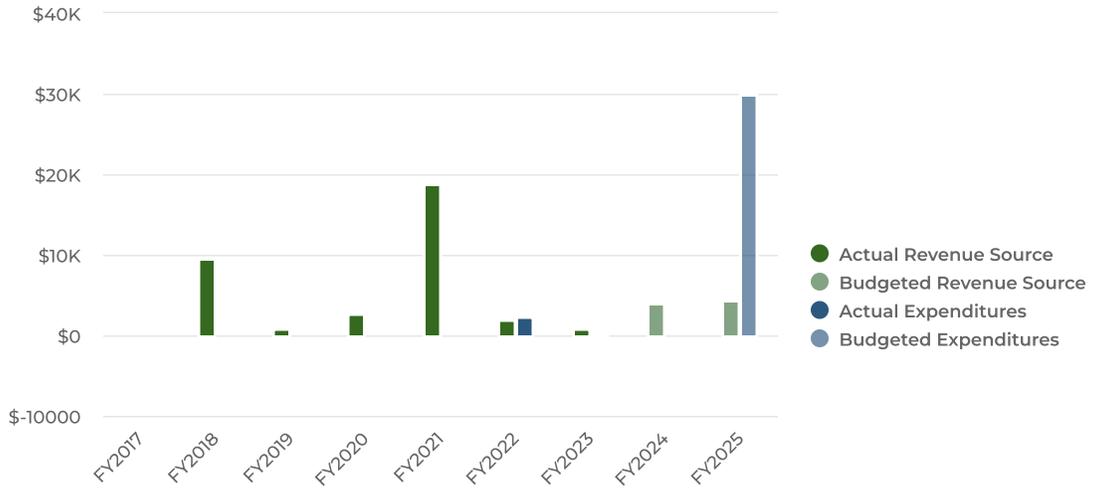
Bed Tax

Fund 222

Bed Tax is a building permit fee which is required to be used for the acquisition, improvement, expansion and maintenance of public parks, playgrounds, open spaces, recreation facilities and community facilities.

Summary

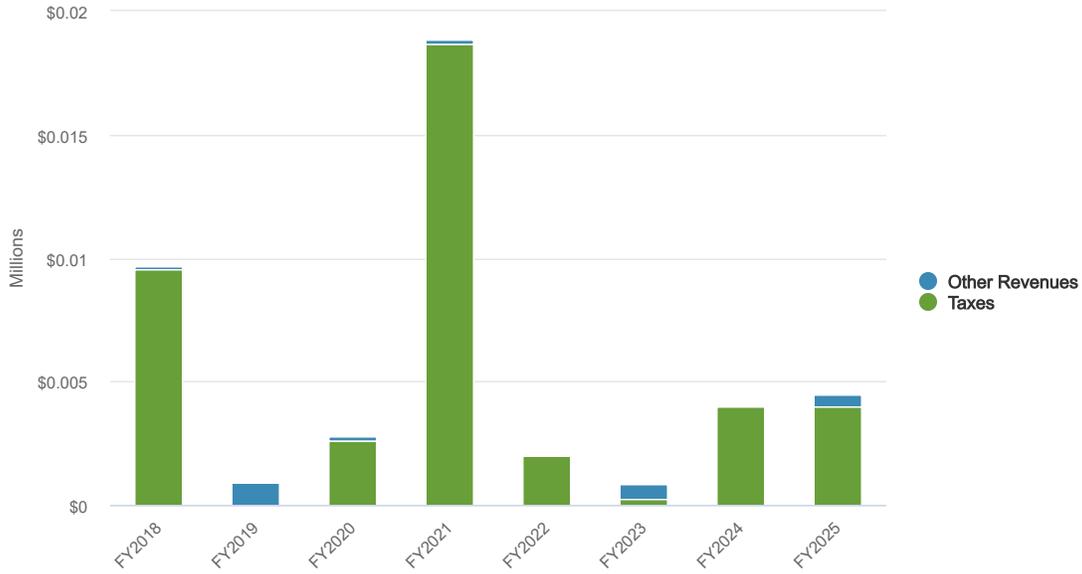
The City of Cotati is projecting \$4.5K of revenue in FY2025, which is slightly higher than FY2024 due to investment income. The City is proposing \$30K in expenditures using the fund balance towards part of the ongoing park improvement projects.



Revenues by Source

Revenue generation for this fund is created based on permit fees paid for residential development and, as such, is projected based on estimates of developments in process.

Budgeted and Historical Revenues by Source



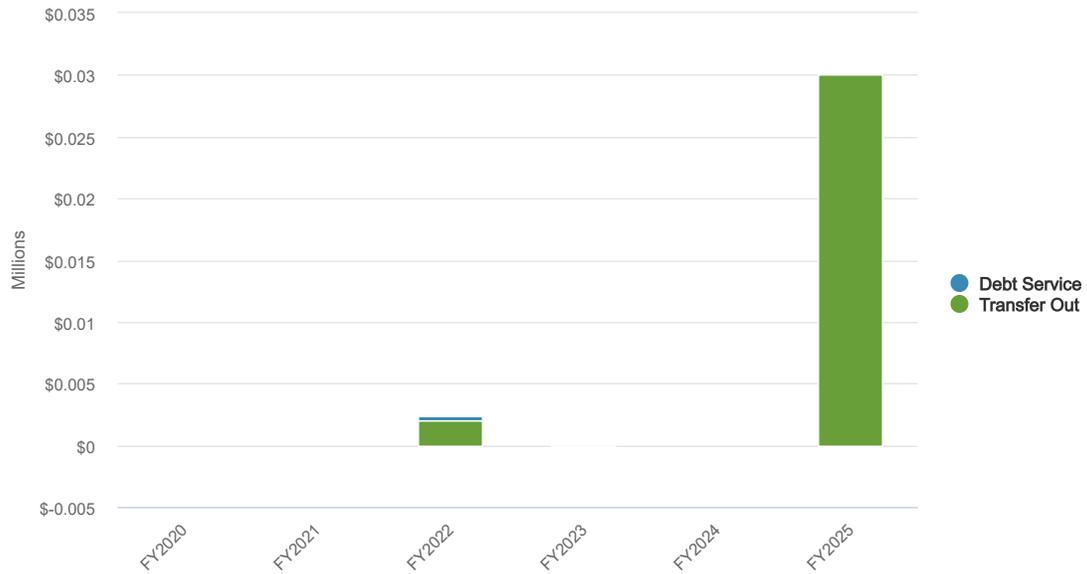
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Revenue Source						
Taxes	\$18,700	\$2,000	\$216	\$4,000	\$0	\$4,000
Other Revenues	\$163	\$84	\$655	\$0	\$1,300	\$500
Total Revenue Source:	\$18,863	\$2,084	\$871	\$4,000	\$1,300	\$4,500



Expenditures by Expense Type

Expenses for this fund are primarily transfers out for capital projects for the improvements of local public parks, open space, or community facilities.

Budgeted and Historical Expenditures by Expense Type

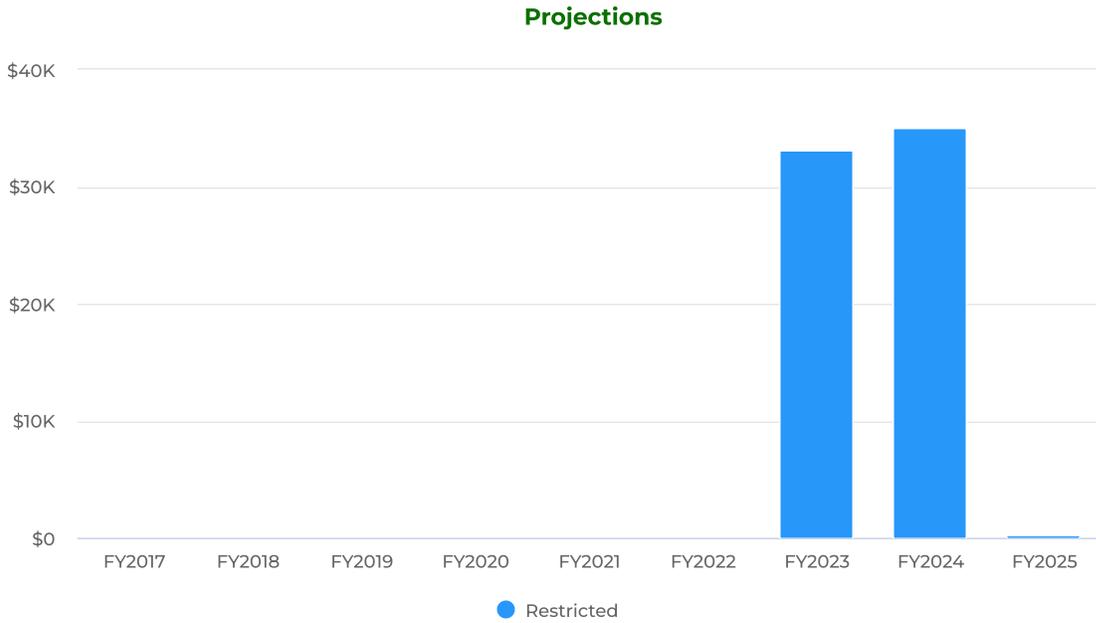


Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Expense Objects						
Debt Service	\$0	\$336	-\$216	\$0	\$0	\$0
Transfer Out	\$0	\$2,000	\$0	\$0	\$0	\$30,000
Total Expense Objects:	\$0	\$2,336	-\$216	\$0	\$0	\$30,000



Fund Balance

The fund balance is projected to decrease by \$25.5K for funding towards the ongoing park improvement projects.



Financial Summary	FY2024	FY2025	% Change
Fund Balance	—	—	
Restricted	\$35,032	\$267	-99.2%
Total Fund Balance:	\$35,032	\$267	-99.2%





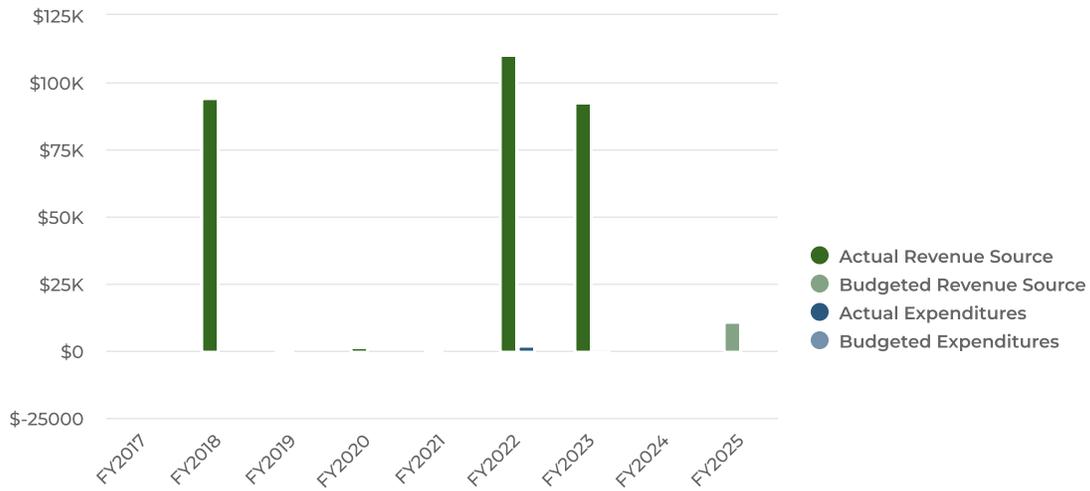
Linkage Affordable Housing

Fund 223

A linkage fee is a fee levied by the City of Cotati on real estate developments to raise funds to help pay for the additional needs of the community that result from the additional development.

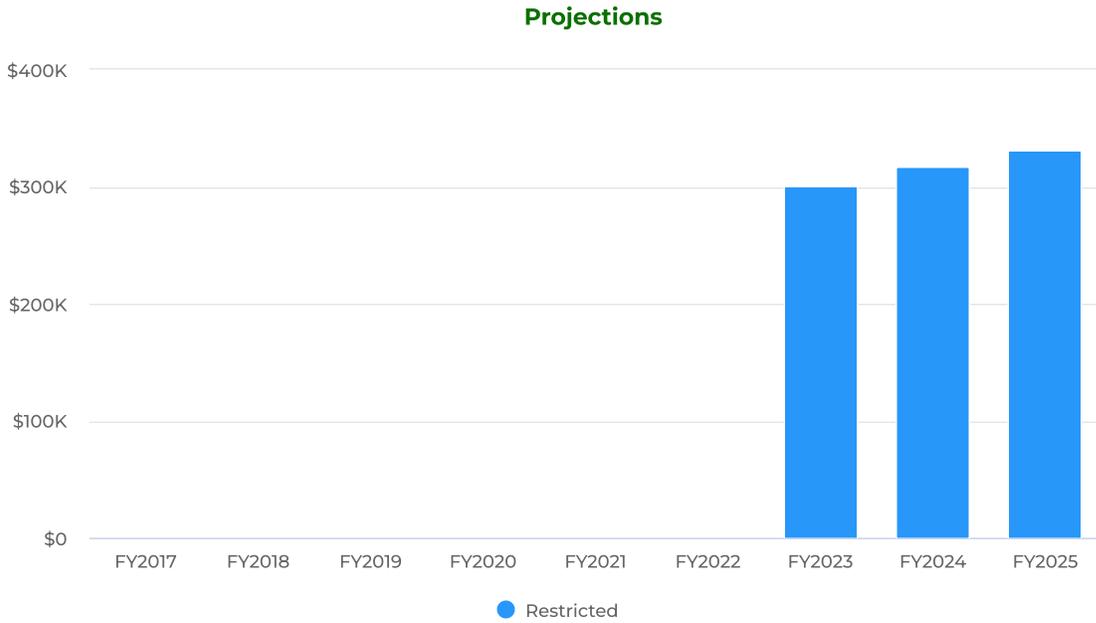
Summary

The City of Cotati is projecting revenue of \$11.0K for FY2025 as the receipts for these special revenues are generated based on new commercial development projects and interest earnings There are no expenditures budgeted for FY2025. The City will continue to identify projects that can utilize these affordable housing funds.



Fund Balance

The fund balance is projected to increase by \$11.0K which is consistent with anticipated revenue for FY2025.



Financial Summary	FY2024	FY2025	% Change
Fund Balance	—	—	
Restricted	\$317,004	\$331,454	4.6%
Total Fund Balance:	\$317,004	\$331,454	4.6%





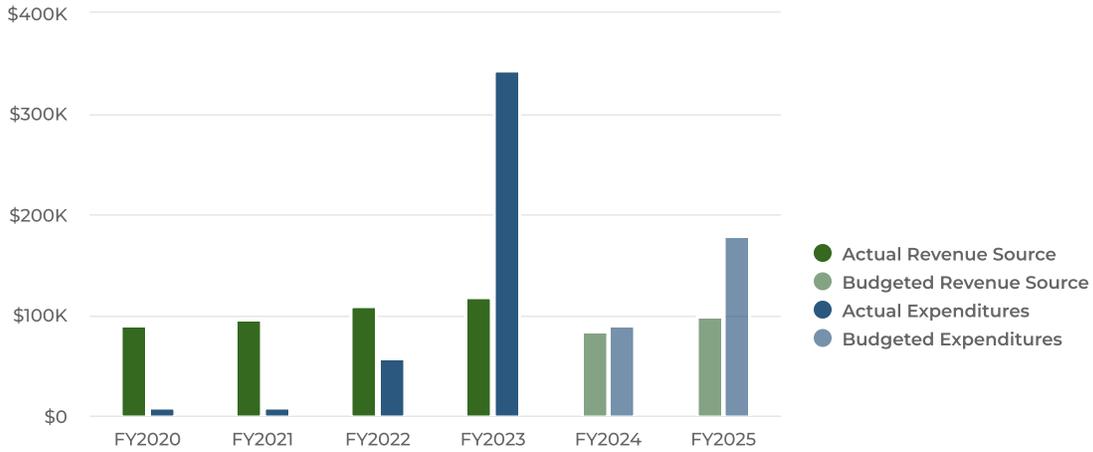
Parks Measure M

Fund 225

Parks Measure M funds account for a one eighth cent sales tax that will support Sonoma County’s regional and city parks, and went into effect April 2019. It will provide dedicated funding for parks for 10 years.

Summary

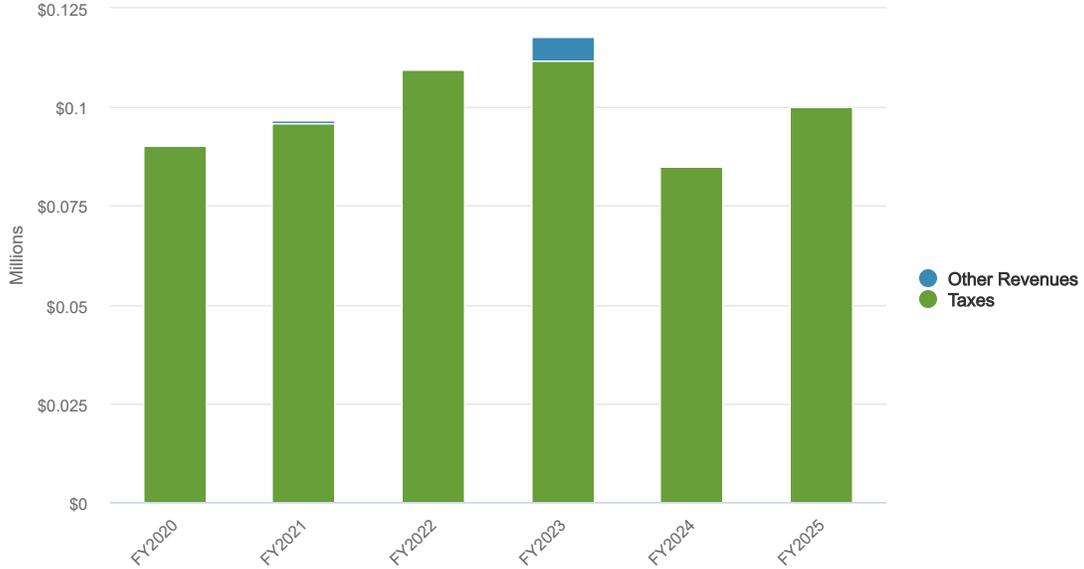
The City of Cotati is projecting \$100K of revenue in FY2025, which is an increase of 17.6% from the prior year budget. Budgeted expenditures are projected at \$180K to be used for the improvement of our local parks in FY2025.



Revenues by Source

The revenues projections for FY2024 are derived based on projections obtained from the County of Sonoma.

Budgeted and Historical Revenues by Source



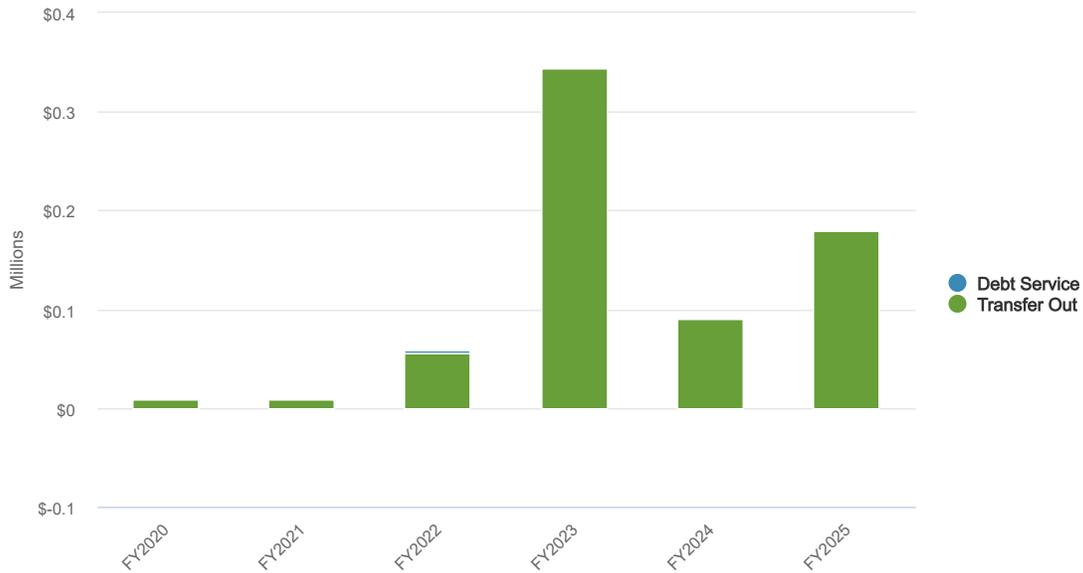
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Revenue Source						
Taxes	\$95,823	\$109,530	\$111,909	\$85,000	\$100,000	\$100,000
Other Revenues	\$756	\$418	\$5,911	\$0	\$500	\$0
Total Revenue Source:	\$96,579	\$109,948	\$117,821	\$85,000	\$100,500	\$100,000



Expenditures by Expense Type

The City has accumulated funding for multiple years in order to invest those contributions towards parks capital project projects. In FY2024, the City anticipates using all new funds received for the Sunflower Park improvement grant supported project..

Budgeted and Historical Expenditures by Expense Type

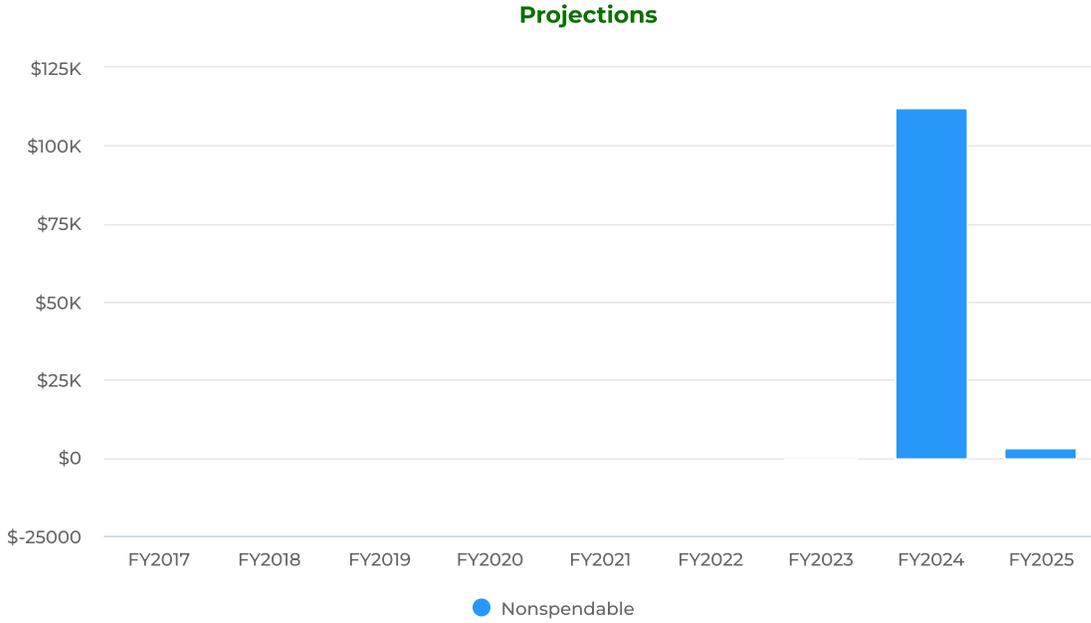


Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Expense Objects						
Debt Service	\$0	\$2,081	-\$923	\$0	\$0	\$0
Transfer Out	\$9,423	\$55,887	\$344,070	\$90,000	\$0	\$180,000
Total Expense Objects:	\$9,423	\$57,968	\$343,147	\$90,000	\$0	\$180,000



Fund Balance

Fund balance is projected to decrease by \$80.0K to approximately \$20.2K in FY2025.



Financial Summary	FY2024	FY2025	% Change
Fund Balance	—	—	
Nonspendable	\$112,045	\$3,035	-97.3%
Total Fund Balance:	\$112,045	\$3,035	-97.3%





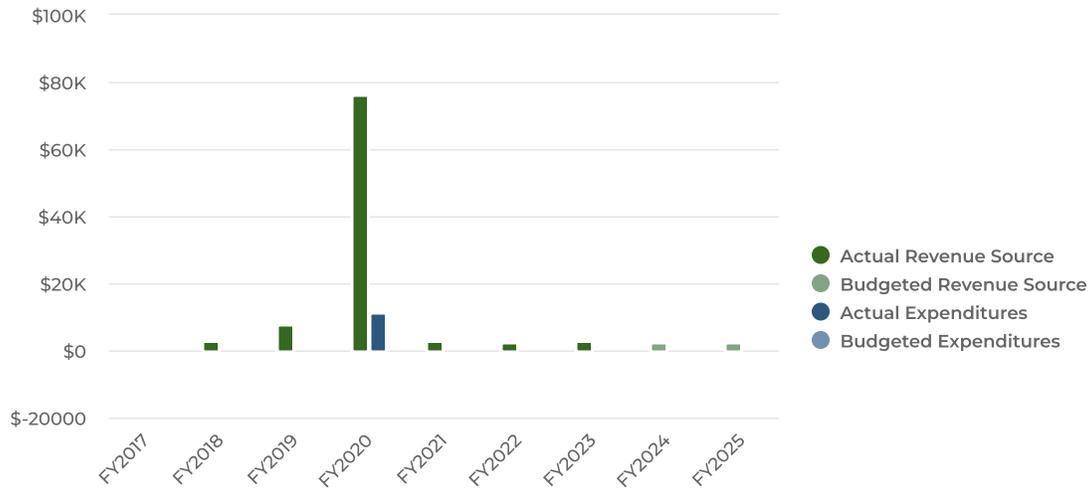
Disability Access & Education Revolving Fund

Fund 250

The Disability Access & Education Revolving Fund is a legislation backed fund that is designed to allow the City of Cotati to improve accessibility for all of its residents.

Summary

The City of Cotati is projecting \$2.5K of revenue in FY2025, which is consistent with the prior year. There are no budgeted expenditures in FY2025

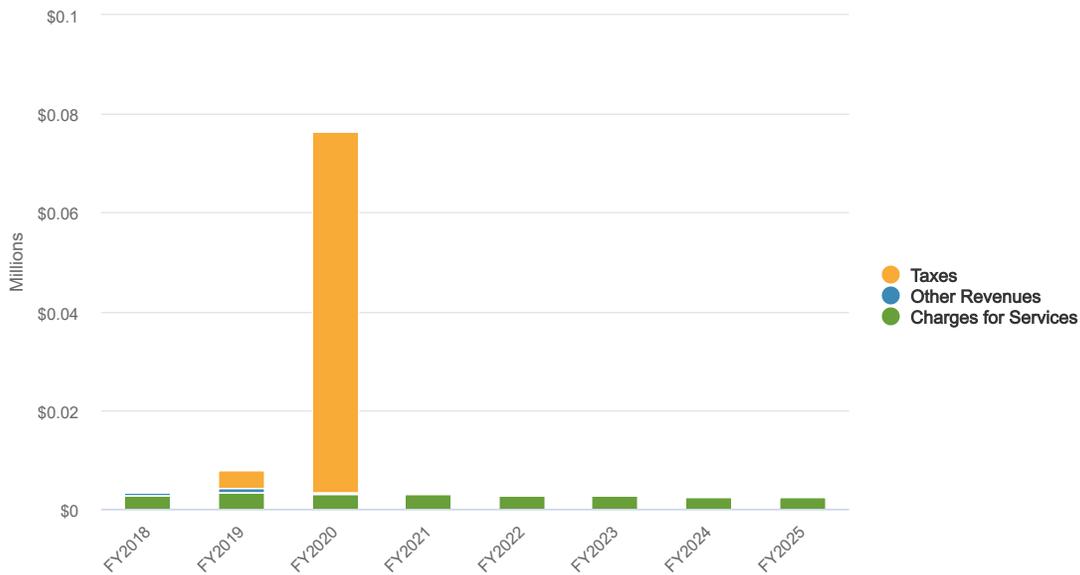


Revenues by Source

The revenues for this fund are primarily California Disability Access and Education Fees, which are mandated by California Assembly Bill 1379. These fees are assessed on local business licenses and are used to increase disability access and compliance with construction-related accessibility requirements. Additionally, the fee assists local jurisdictions in supporting the Certified Access Specialist (CASP) Program and provides the Division of the State Architect (DSA) with funds to maintain oversight of the CASp program. See additional detail about SB1186 fees [here](#).

Previously, revenues for the Parks Measure M were also coded to this fund, but have now been separately reported within their own Special Revenue Fund 225. See therein for details.

Budgeted and Historical Revenues by Source



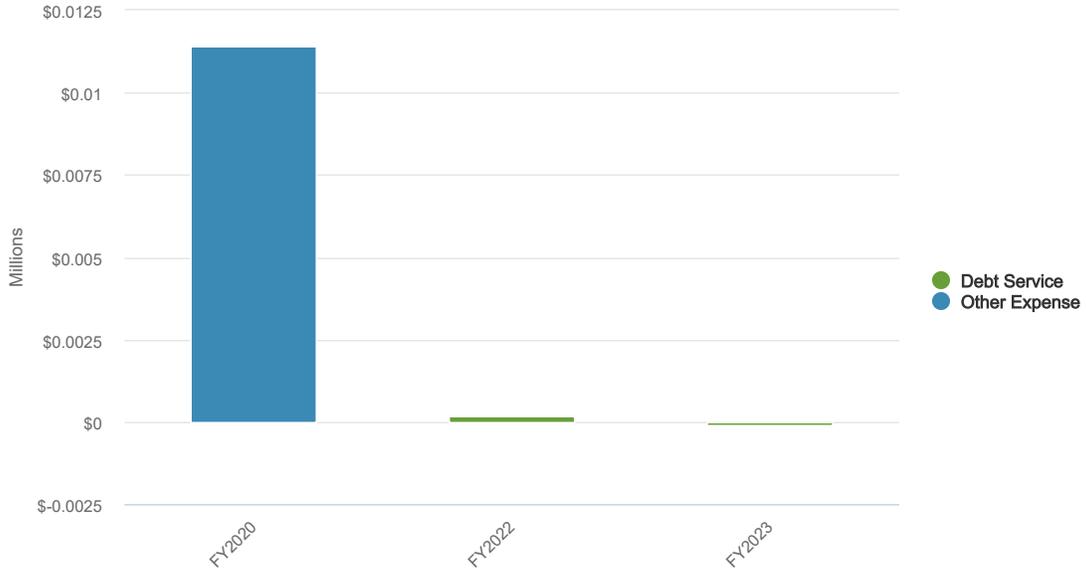
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Revenue Source							
Other Revenues	\$97	\$40	\$386	\$0	\$700	\$0	0%
Charges for Services	\$2,971	\$2,706	\$2,615	\$2,500	\$3,000	\$2,500	0%
Total Revenue Source:	\$3,068	\$2,745	\$3,000	\$2,500	\$3,700	\$2,500	0%



Expenditures by Expense Type

The City will continue to evaluate the best use of these funds in line with the intent of the program.

Budgeted and Historical Expenditures by Expense Type



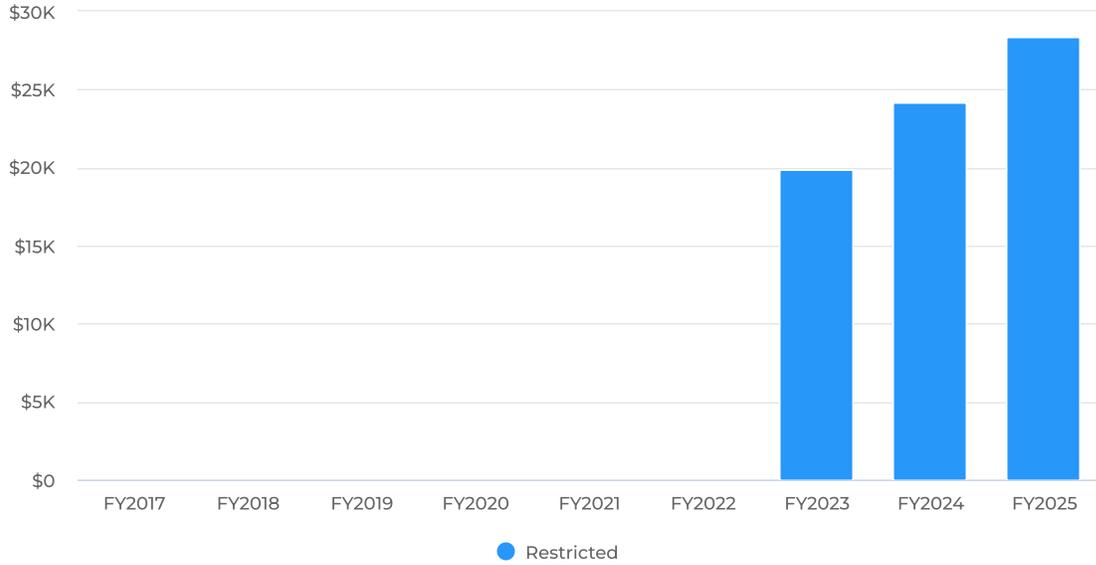
Name	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Expense Objects						
Debt Service	\$176	-\$104	\$0	\$0	\$0	0%
Total Expense Objects:	\$176	-\$104	\$0	\$0	\$0	0%



Fund Balance

The overall fund balance for FY2025 is projected to increase by 10.6% to \$26.0K. The remaining fund balance for CASp programs will continue to accumulate to provide support for the disability access programs and development training.

Projections



Financial Summary	FY2024	FY2025	% Change
Fund Balance	—	—	
Restricted	\$24,207	\$28,377	17.2%
Total Fund Balance:	\$24,207	\$28,377	17.2%

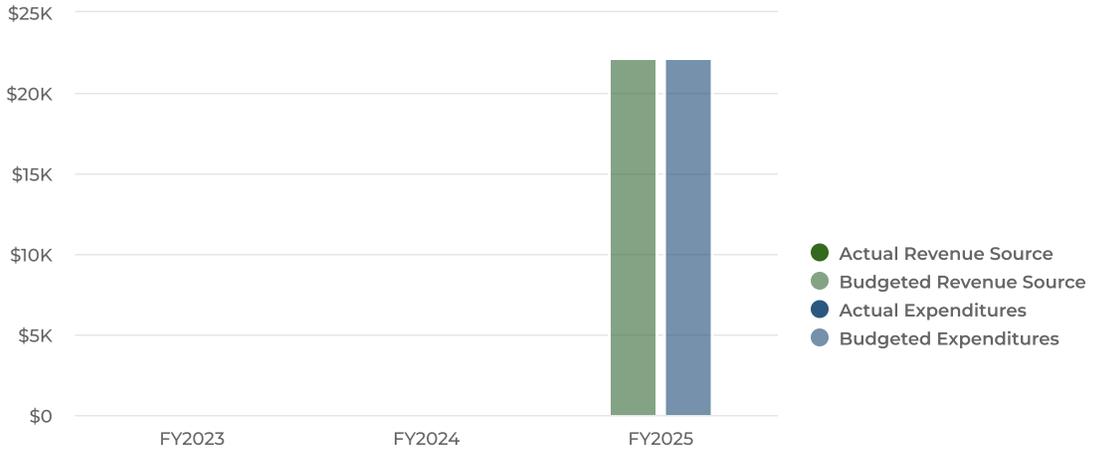




Veterans Building Management

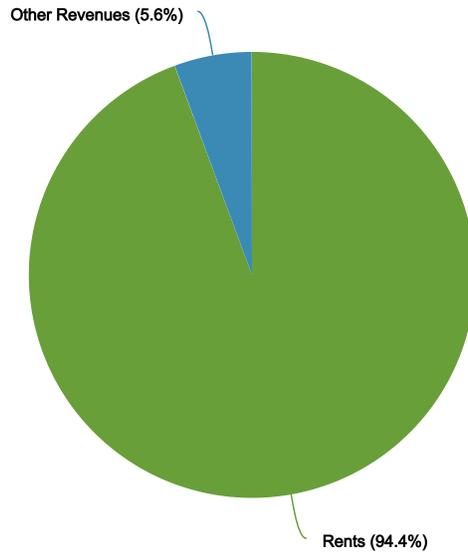
Summary

The City of Cotati is projecting \$22.25K of revenue in FY2025, which represents a 0% increase over the prior year. Budgeted expenditures are projected to increase by 0% or \$22.25K to \$22.25K in FY2025.

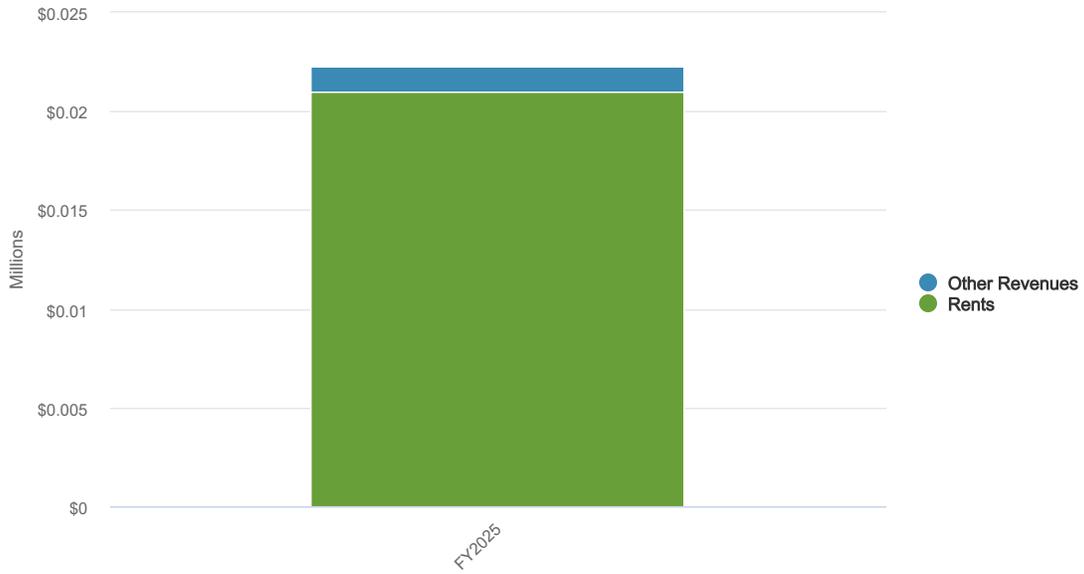


Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source

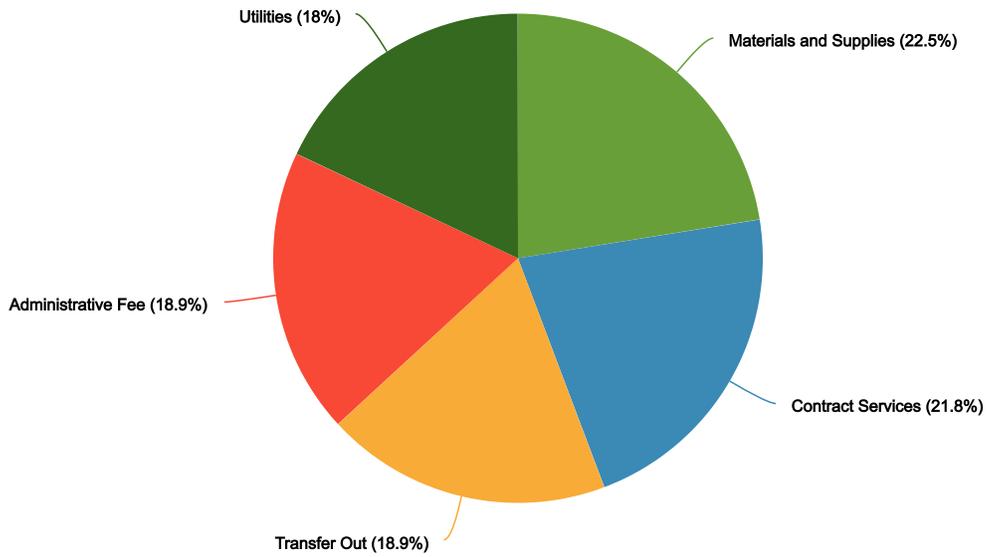


Name	FY2023 Actual	FY2024 Estimate	FY2025 Adopted Budget
Revenue Source			
Rents	\$0	\$20,000	\$21,000
Other Revenues	\$0	\$0	\$1,250
Total Revenue Source:	\$0	\$20,000	\$22,250

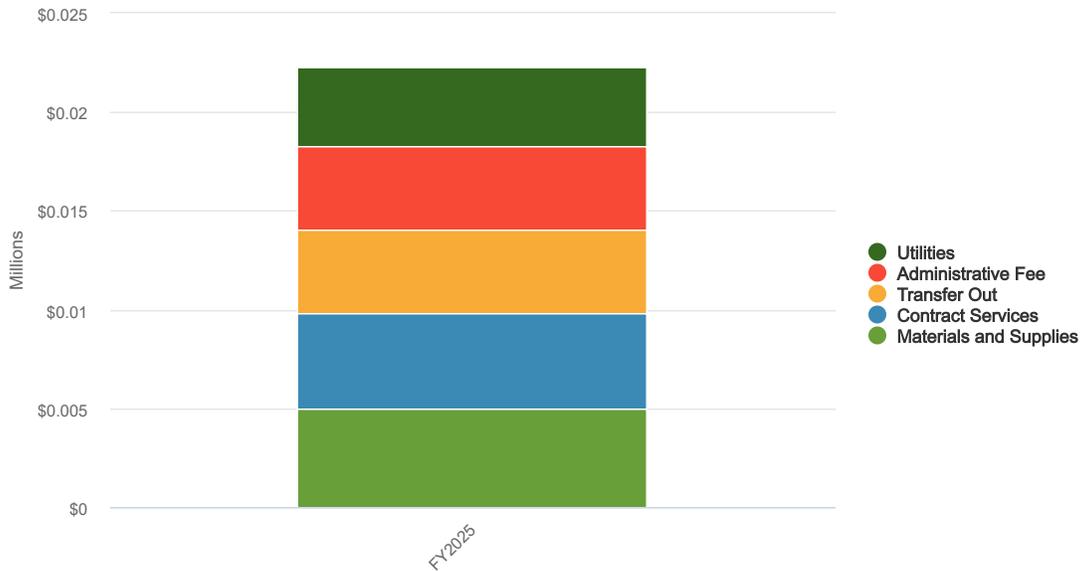


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



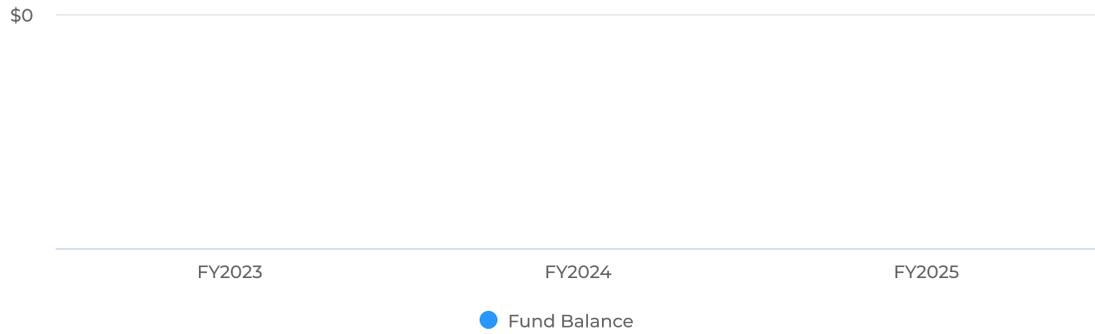
Name	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Expense Objects				
Materials and Supplies	\$0	\$0	\$5,000	\$5,000
Contract Services	\$0	\$0	\$5,150	\$4,850
Utilities	\$0	\$0	\$6,000	\$4,000



Name	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Administrative Fee	\$0	\$0	\$1,925	\$4,200
Transfer Out	\$0	\$0	\$1,925	\$4,200
Total Expense Objects:	\$0	\$0	\$20,000	\$22,250

Fund Balance

Projections



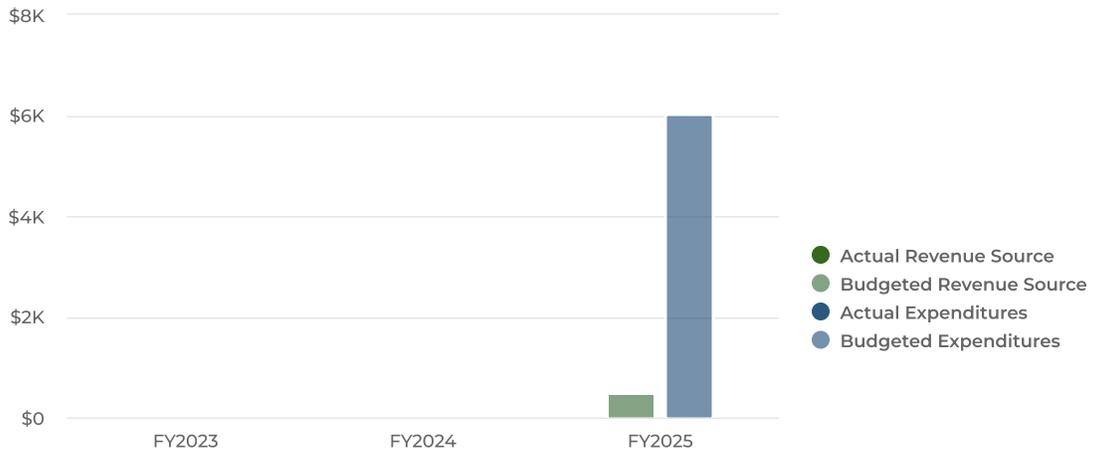


In-Lieu Tree Fund

Fund 227 - This fund was established to manage fees received from tree removals to be repurposed for establishment of new replacement trees within the City.

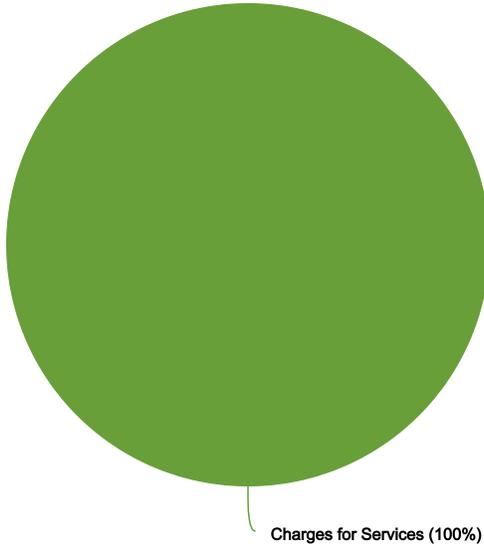
Summary

The City of Cotati is projecting \$500 of revenue in FY2025, which represents a 0% increase over the prior year. Budgeted expenditures are projected to increase by 0% or \$6.05K to \$6.05K in FY2025.

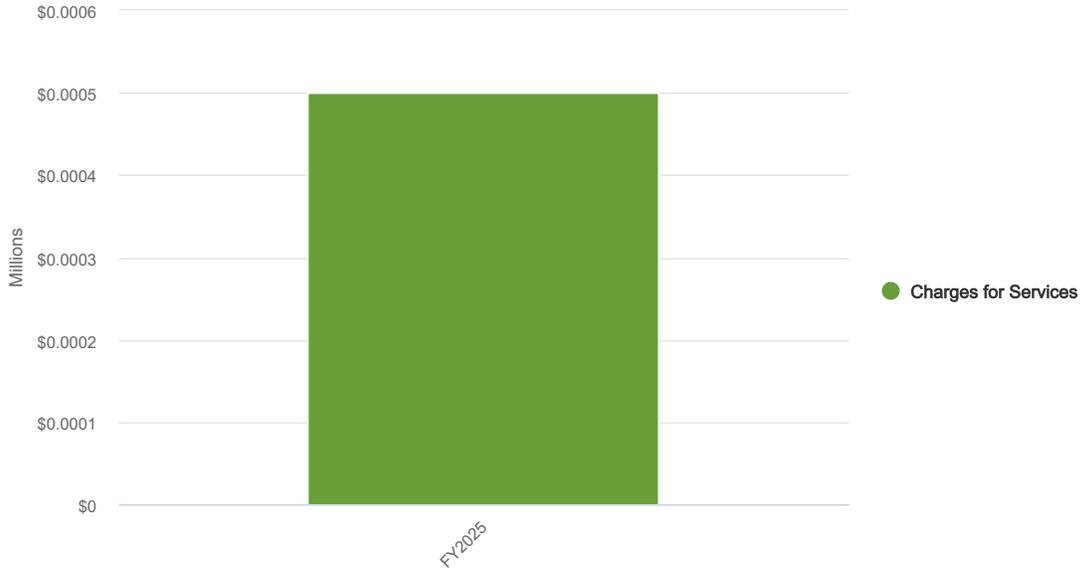


Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source

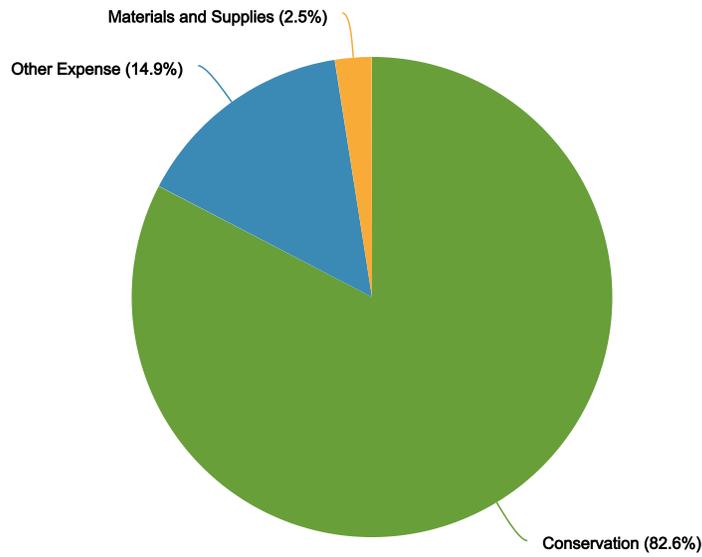


Name	FY2023 Actual	FY2024 Estimate	FY2025 Adopted Budget
Revenue Source			
Other Revenues	\$0	\$100	\$0
Charges for Services	\$0	\$13,000	\$500
Transfers In	\$0	\$3,870	\$0
Total Revenue Source:	\$0	\$16,970	\$500

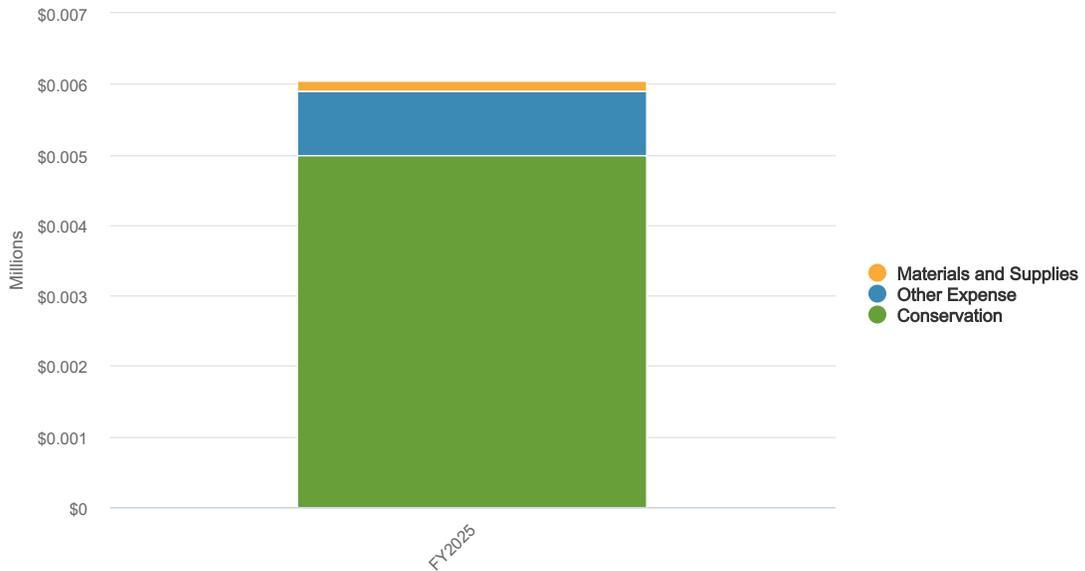


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type

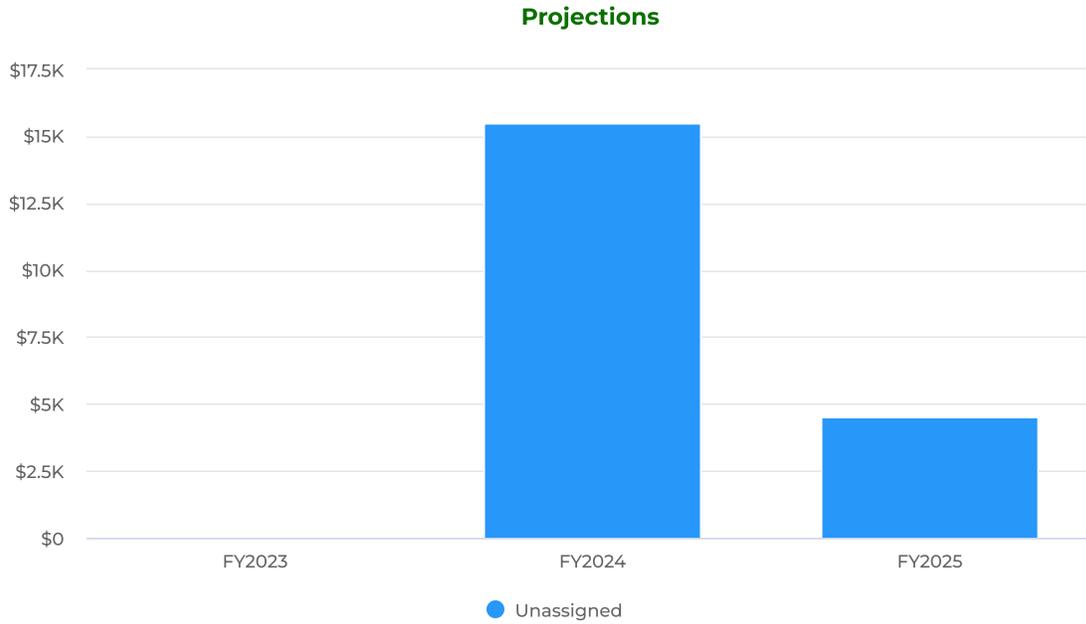


Name	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Expense Objects				
Materials and Supplies	\$0	\$0	\$300	\$150
Other Expense	\$0	\$0	\$900	\$900
Conservation	\$0	\$0	\$10,000	\$5,000



Name	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Total Expense Objects:	\$0	\$0	\$11,200	\$6,050

Fund Balance



Financial Summary	FY2024	FY2025	% Change
Fund Balance	—	—	
Unassigned	\$15,469	\$4,504	-70.9%
Total Fund Balance:	\$15,469	\$4,504	-70.9%





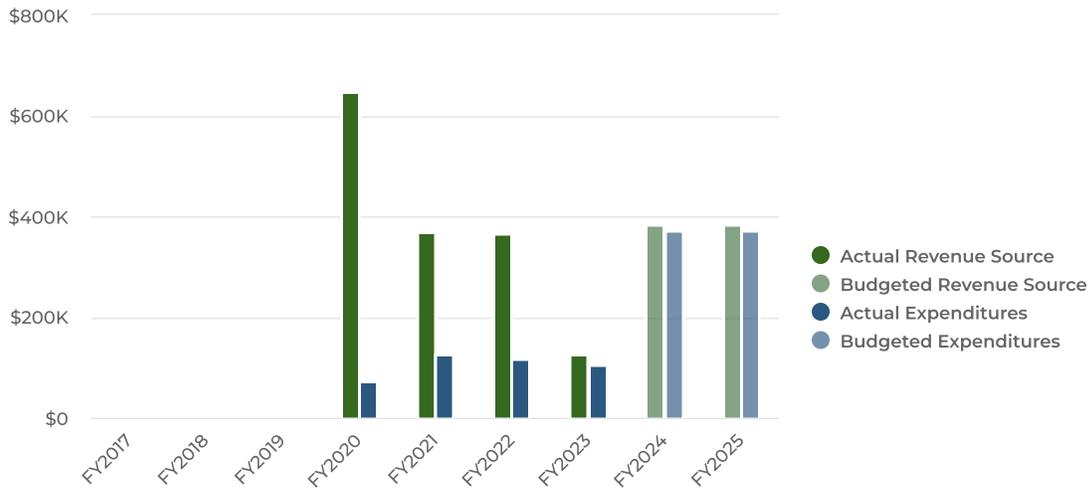
South Sonoma Business Park Assessment District

Fund 215/224

This Agency fund is used to facilitate a special assessment debt service charged to land owners for the financing provided to develop the business park. In 2019, the City assisted in the refunding of the debt in order to leverage better interest rates for the community.

Summary

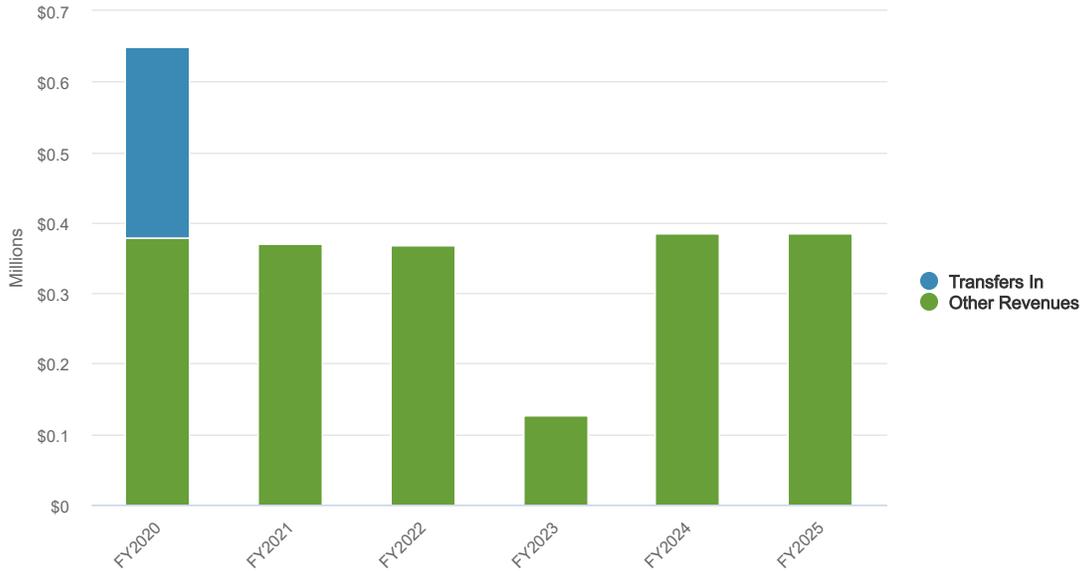
The City of Cotati is projecting \$384K of revenue in FY2025, which is consistent with the prior year. Budgeted expenditures are projected to remain constant at \$373.5K in FY2025. Revenues and expenditures are pass-through with the exception of the administrative cost reimbursements for the City.



Revenues by Source

These revenues are generated based on property tax assessments needed to pay off the debt service. Calculations of the assessments are managed by an outside third party as coordinated with the administrative services department. No significant changes are anticipated for FY2024.

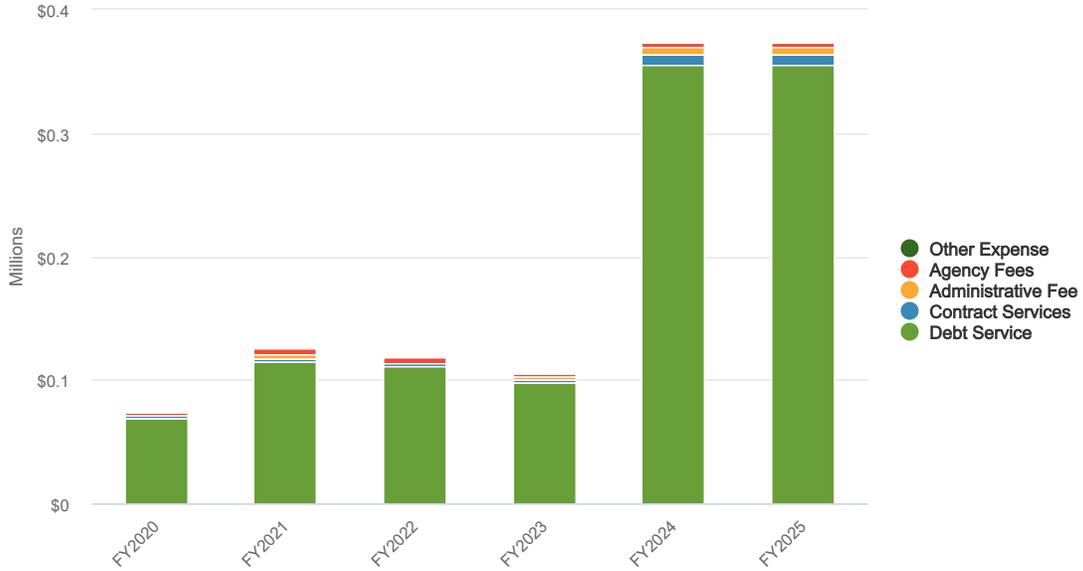
Budgeted and Historical Revenues by Source



Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Revenue Source						
Other Revenues	\$369,913	\$368,537	\$126,735	\$384,000	\$322,025	\$384,000
Total Revenue Source:	\$369,913	\$368,537	\$126,735	\$384,000	\$322,025	\$384,000

Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type

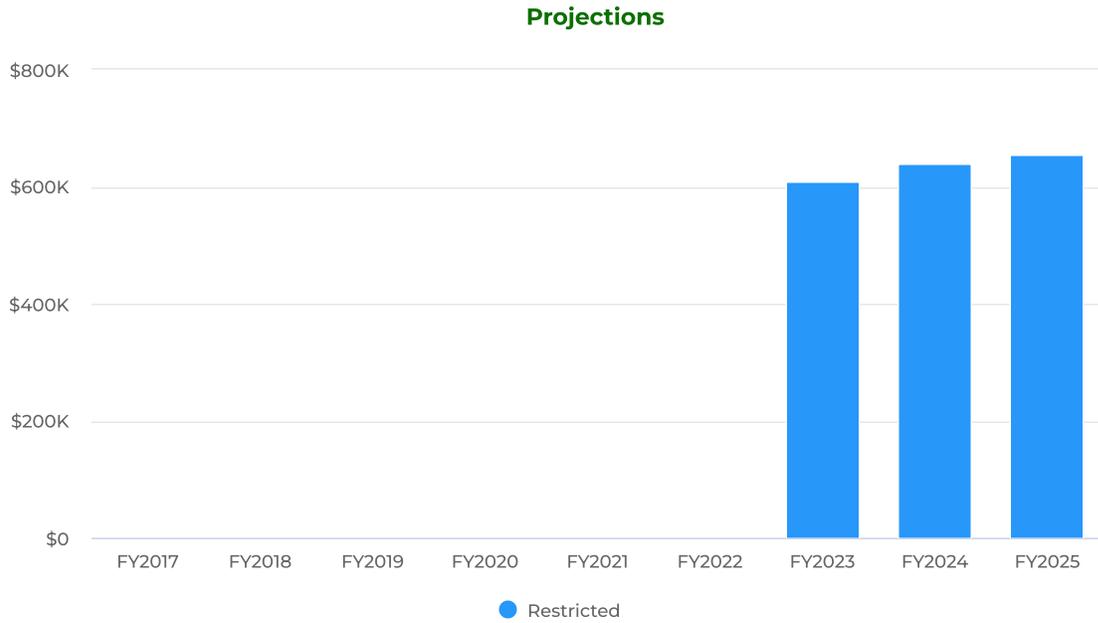


Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Expense Objects							
Contract Services	\$2,650	\$2,350	\$2,500	\$8,300	\$8,300	\$8,300	0%
Other Expense	\$0	\$926	\$0	\$0	\$0	\$0	0%
Administrative Fee	\$3,750	\$0	\$1,815	\$5,651	\$5,650	\$5,651	0%
Debt Service	\$114,823	\$111,089	\$98,174	\$355,878	\$346,244	\$355,878	0%
Agency Fees	\$5,007	\$4,875	\$2,850	\$3,700	\$4,300	\$3,700	0%
Total Expense Objects:	\$126,230	\$119,240	\$105,339	\$373,529	\$364,494	\$373,529	0%



Fund Balance

Fund balance is anticipated to be minimal, with carryover of excess revenues to be used in the subsequent year.



Financial Summary	FY2024	FY2025	% Change
Fund Balance	—	—	
Restricted	\$640,686	\$654,538	2.2%
Total Fund Balance:	\$640,686	\$654,538	2.2%





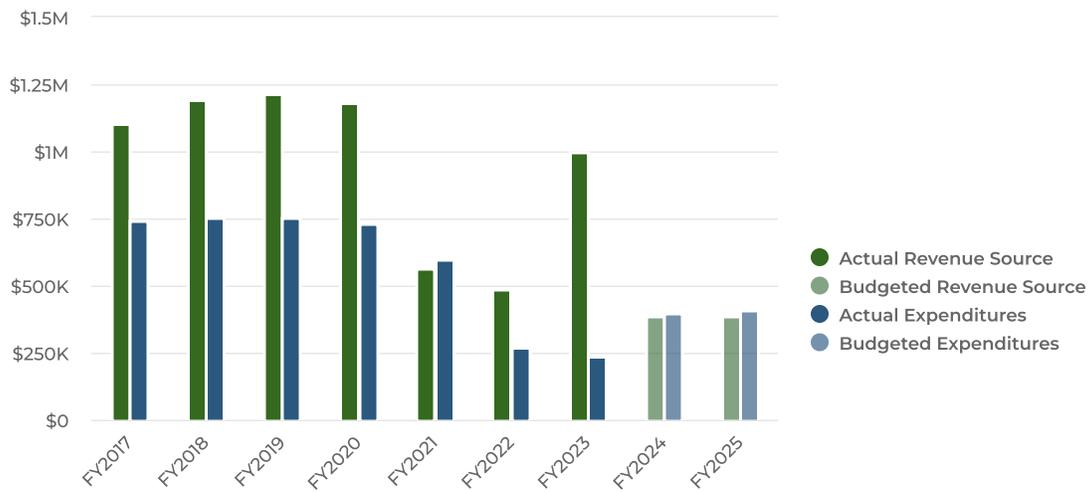
Successor Agency to The Cotati Community Redevelopment Agency

Fund 301

This fiduciary fund accounts for all of the assets, liabilities and financial activities of the Successor Agency to the City's former Redevelopment Agency that was dissolved effective February 1, 2012.

Summary

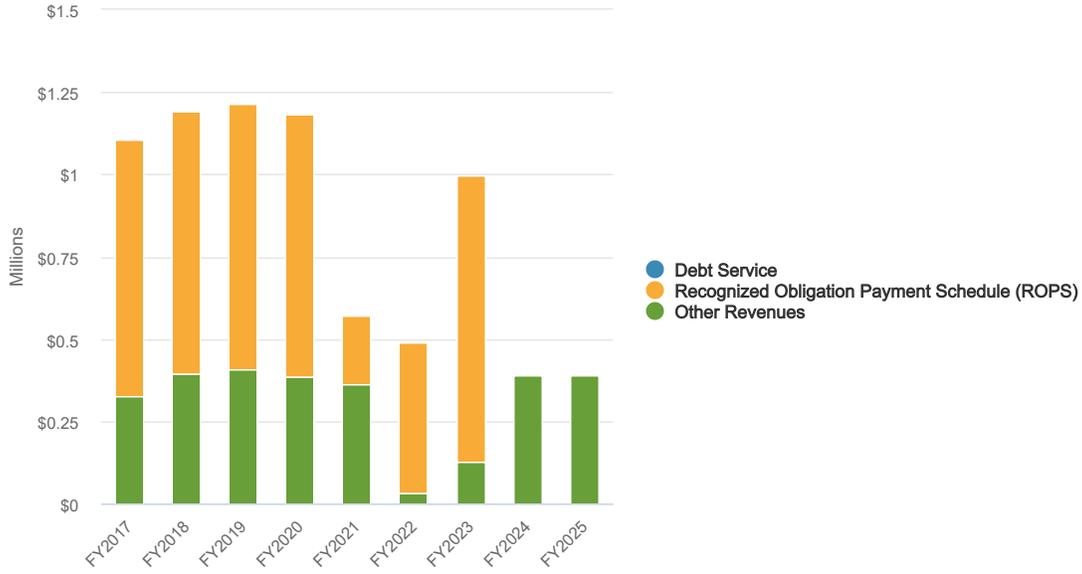
The City of Cotati is projecting \$388.4K of revenue in FY2025, which is consistent with the prior year. Budgeted expenditures are projected to increase by 2.8% to \$410.8K in FY2025.



Revenues by Source

The revenues are derived based on Annual Recognized Obligation Payment schedules (ROPS) as submitted to the California State Department of Finance after approval by the County Oversight Board. These schedules include the outstanding bond payments, other debt service to the Cotati-Rohnert Park Unified School District and the Long Range Property Management Plan for the residual parcels managed by the former redevelopment agency.

Budgeted and Historical Revenues by Source



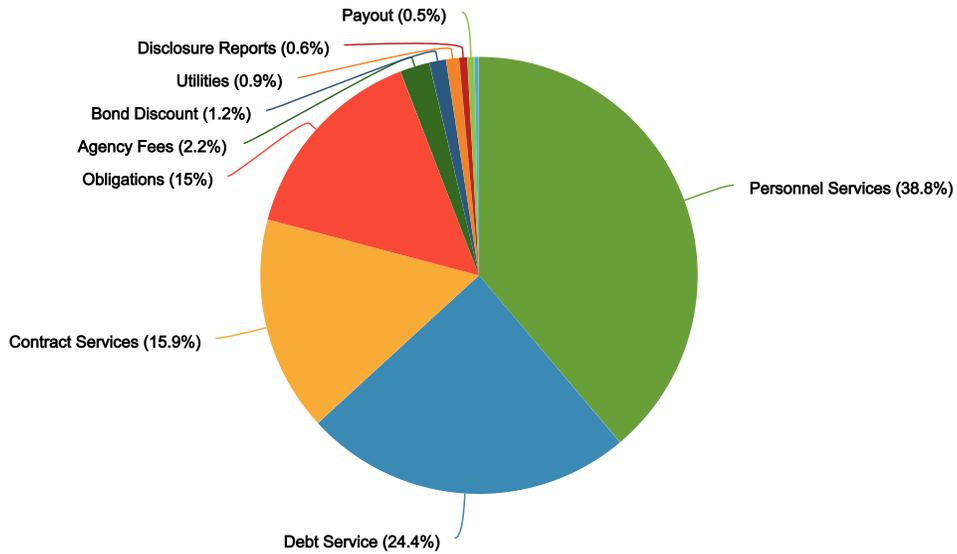
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Revenue Source						
Other Revenues	\$362,932	\$31,774	\$126,551	\$388,424	\$20,000	\$388,424
Recognized Obligation Payment Schedule (ROPS)	\$206,405	\$455,911	\$870,826	\$0	\$870,000	\$0
Total Revenue Source:	\$569,337	\$487,685	\$997,377	\$388,424	\$890,000	\$388,424



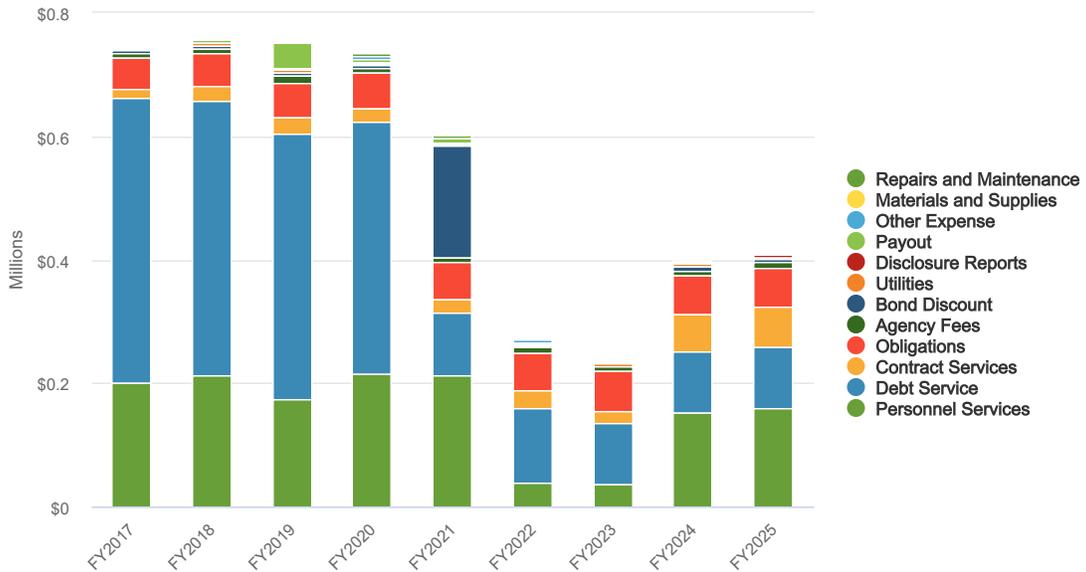
Expenditures by Expense Type

The tax allocation bonds held within the fund were refinanced after Department of Finance approval in 2020.

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Expense Objects						
Personnel Services	\$213,418	\$37,569	\$35,831	\$151,450	\$146,977	\$159,570
Payout	\$6,514	\$1,223	\$2,487	\$2,800	\$1,555	\$2,140
Materials and Supplies	\$0	\$149	\$56	\$102	\$50	\$51
Contract Services	\$22,334	\$27,396	\$20,354	\$60,690	\$22,860	\$65,388
Repairs and Maintenance	\$5,000	\$0	\$0	\$0	\$0	\$0
Utilities	\$2,361	\$2,242	\$2,859	\$5,154	\$2,604	\$3,880
Other Expense	\$409	\$4,672	\$1,171	\$1,010	\$1,182	\$1,301
Debt Service	\$100,655	\$122,878	\$98,799	\$100,036	\$45,250	\$100,036
Bond Discount	\$180,001	\$0	\$0	\$5,124	\$0	\$5,124
Agency Fees	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000
Disclosure Reports	\$2,500	\$2,850	\$3,000	\$2,500	\$3,000	\$2,500
Obligations	\$59,222	\$61,788	\$64,405	\$61,788	\$64,500	\$61,788
Total Expense Objects:	\$601,415	\$269,766	\$237,962	\$399,654	\$296,978	\$410,778

Fund Balance

As this is a management fund for the recognized obligation payments, there are no expected fund balances retained.





Internal Service Funds

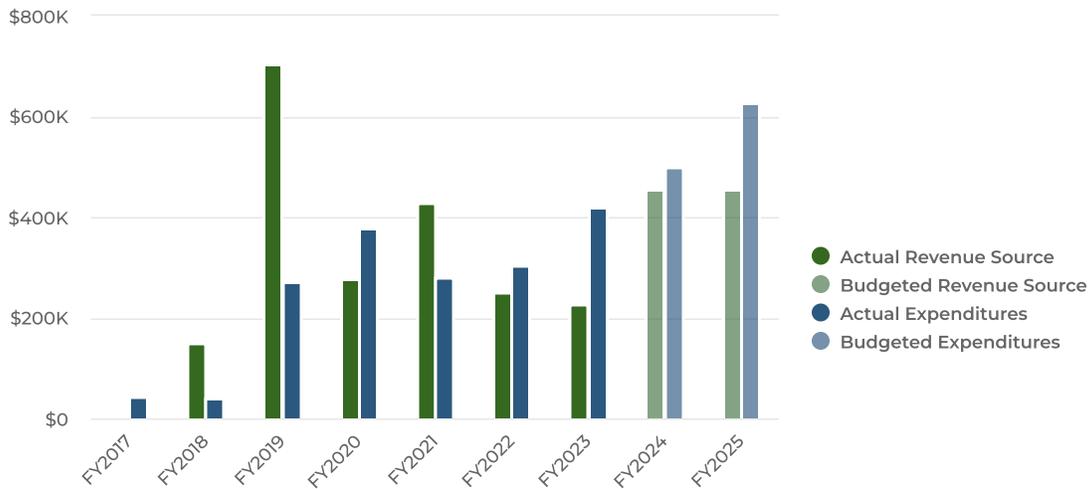
What is an Internal Service Fund?

According to the Government Finance Officers Association (GFOA), an internal service fund is any fund that is used to account for the financing of goods or services provided by one department or agency, to other departments or agencies of the governmental unit, or to other governmental units, on a cost reimbursement basis.

Currently, the City utilizes two such funds for these purposes. The Vehicle Replacement Fund (501) and the Compensated Absences Fund (502).

Summary

The City of Cotati is projecting \$646.48K of revenue in FY2025, which represents a 41.6% increase over the prior year. Budgeted expenditures are projected to increase by 63.1% or \$316.0K to \$816.7K in FY2025.





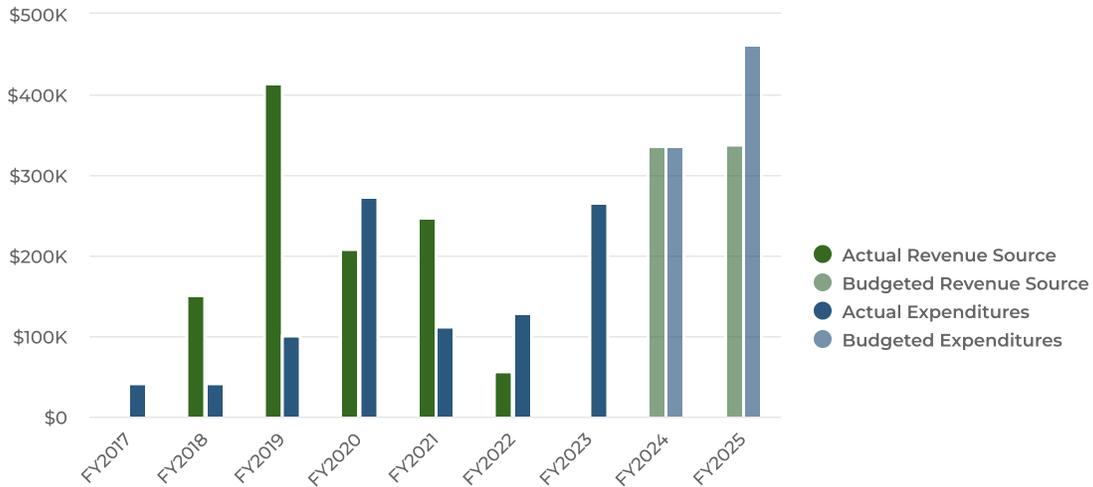
Vehicle Maintenance and Replacement

Fund 501

This is a City established fund to provide an ongoing funding source for scheduled replacement and ongoing maintenance of the City vehicles and equipment. It is funded from billings to other government wide funds based on their usage of vehicles and a set vehicle replacement schedule.

Summary

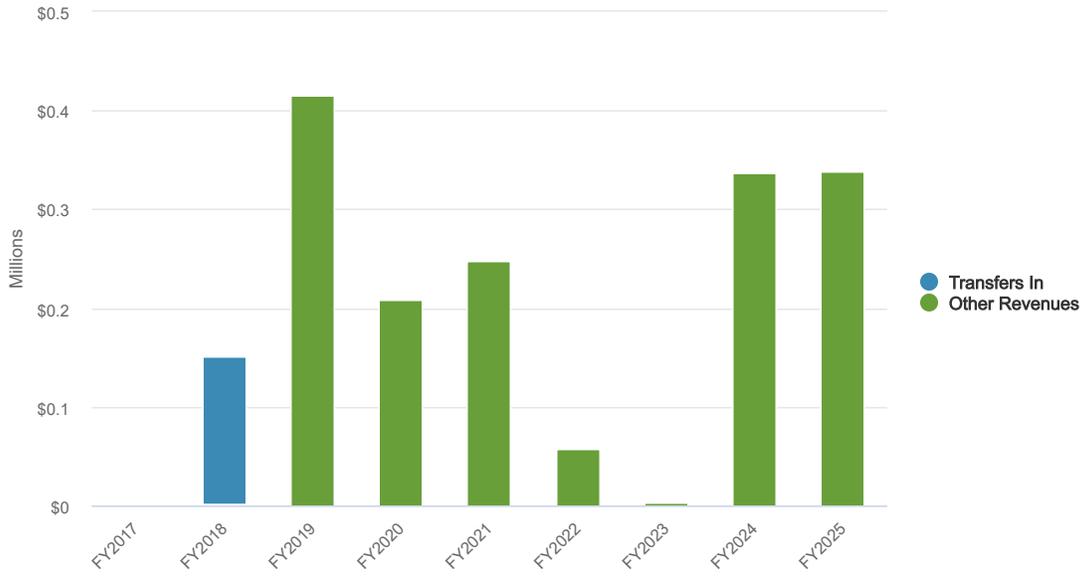
The City of Cotati is projecting \$527K of revenue through funding provided by the General Fund and Enterprise Funds in FY2025. This revenue represents a 56.7% increase over the prior year as it includes new funding of \$190K for repairs and maintenance of vehicles. Budgeted expenditures are projected to also increase by 93.8% to \$653K in FY2025.



Revenues by Source

Revenues are derived based on the calculation of replacement needs as allocated to the fund usage of said equipment over a fiscal year period. These revenues are subject to fluctuation when a council approved need arises that includes charging additional amounts to the related funds for additional procurement or rehabilitation needs for the vehicles or equipment in a given year.

Budgeted and Historical Revenues by Source

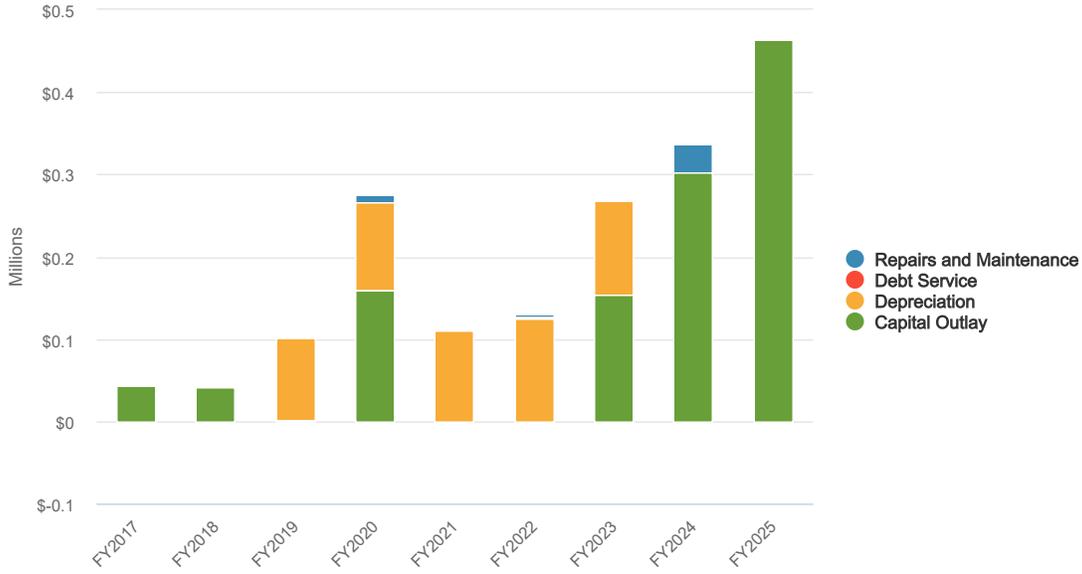


Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Revenue Source						
Other Revenues	\$247,862	\$58,122	\$2,747	\$337,000	\$276,720	\$338,000
Total Revenue Source:	\$247,862	\$58,122	\$2,747	\$337,000	\$276,720	\$338,000

Expenditures by Expense Type

Expenditures for this fund are directly related to the purchase or repairs of equipment and vehicles within the City managed fleet. Currently, the City is evaluating the possible replacement of internal combustion vehicles with all electric. As such future expenditures for replacements may shift to increase purchase price while decreasing future maintenance and fuel costs.

Budgeted and Historical Expenditures by Expense Type

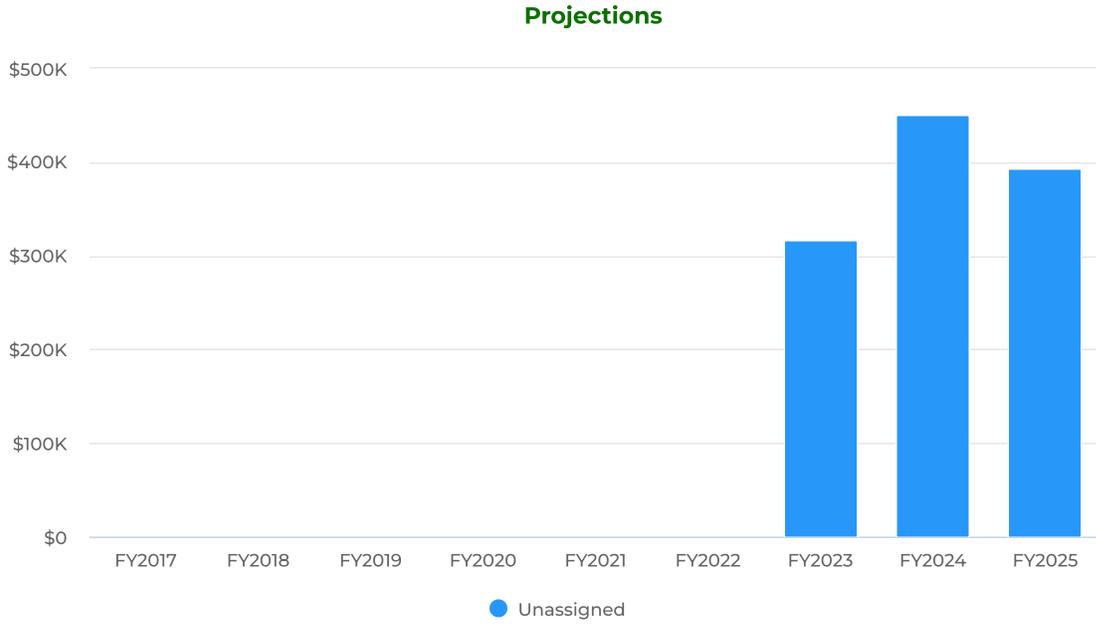


Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Expense Objects						
Repairs and Maintenance	\$2,775	\$2,356	\$0	\$35,000	\$0	\$0
Debt Service	\$0	\$2,144	-\$1,717	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$153,449	\$302,000	\$159,000	\$463,000
Depreciation	\$110,160	\$124,983	\$114,656	\$0	\$150,000	\$0
Total Expense Objects:	\$112,936	\$129,484	\$266,388	\$337,000	\$309,000	\$463,000



Fund Balance

The City is taking proactive efforts to develop the fund balance to address future equipment and vehicle replacement needs in order to allow for better expense stability across all operating funds.



Financial Summary	FY2024	FY2025	% Change
Fund Balance	—	—	
Unassigned	\$450,882	\$393,883	-12.6%
Total Fund Balance:	\$450,882	\$393,883	-12.6%





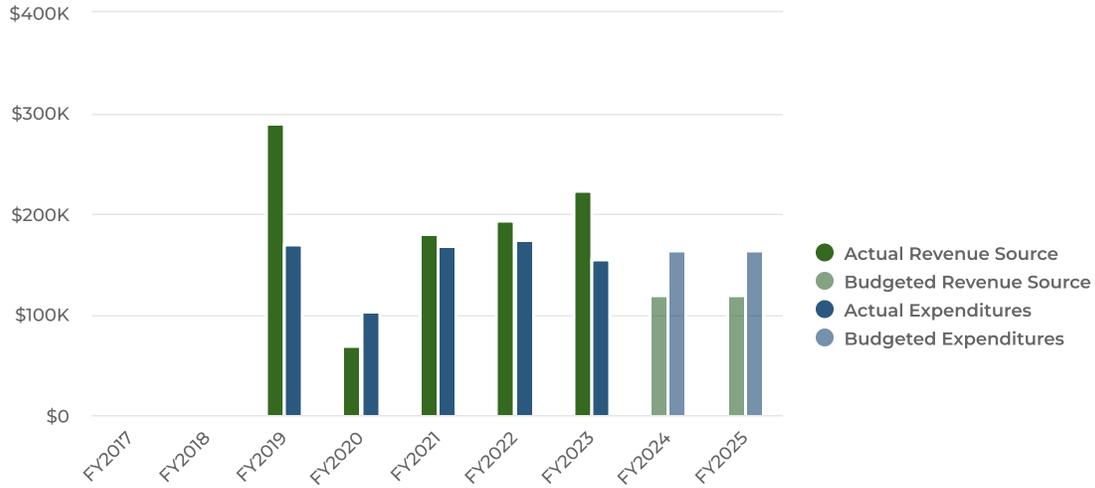
Compensated Absences

Fund 502

This fund is designed to maintain the government wide compensated absences liability by billing out proportionate usage and balance to the appropriate funds and departments.

Summary

The City of Cotati is projecting \$119.48K of revenue in FY2025, which is consistent when compared with the prior year. Budgeted expenditures are also projected to remain consistent in FY2025.



Revenues by Source

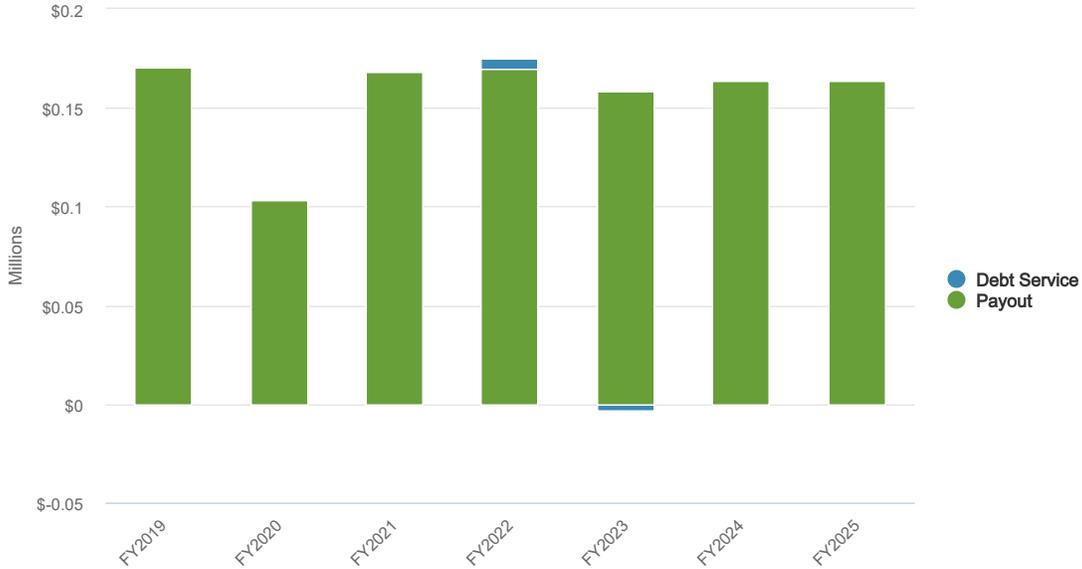
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Revenue Source							
Other Revenues	\$181,313	\$193,790	\$224,188	\$119,480	\$157,650	\$119,480	0%
Total Revenue Source:	\$181,313	\$193,790	\$224,188	\$119,480	\$157,650	\$119,480	0%



Expenditures by Expense Type

For FY2023, we are continuing to use this fund to reduce outstanding deferred compensation unfunded liability, as well as removing this episodic expense from the annual operating budgets. In the near term, as long-standing employees approach retirement, we anticipate an increase in payouts for their unused compensated absence hours. However, newer employees, and those who are hired to replace the retirees will have much lower accrual limits than longer-standing employees, and this will have the effect of further reducing this liability in the longer term.

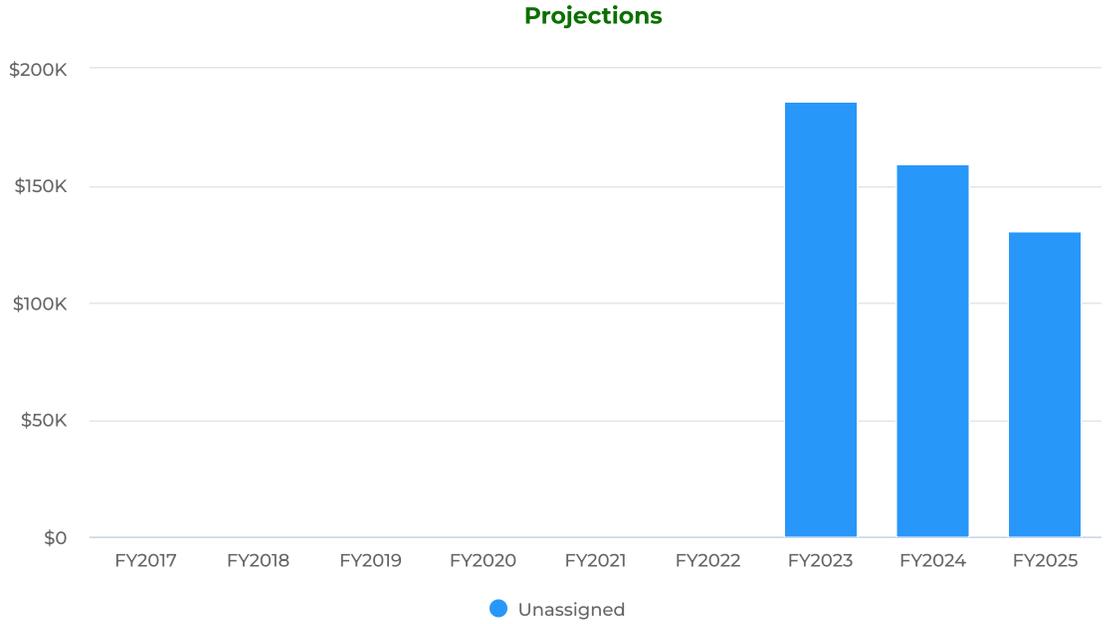
Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Expense Objects						
Payout	\$168,423	\$170,114	\$158,640	\$163,710	\$139,400	\$163,710
Debt Service	\$0	\$4,982	-\$3,208	\$0	\$0	\$0
Total Expense Objects:	\$168,423	\$175,096	\$155,432	\$163,710	\$139,400	\$163,710

Fund Balance

The City is taking proactive efforts to develop the fund balance to address future personal payouts in order to allow for better expense stability across all operating funds.



Financial Summary	FY2024	FY2025	% Change
Fund Balance	—	—	
Unassigned	\$158,993	\$130,563	-17.9%
Total Fund Balance:	\$158,993	\$130,563	-17.9%



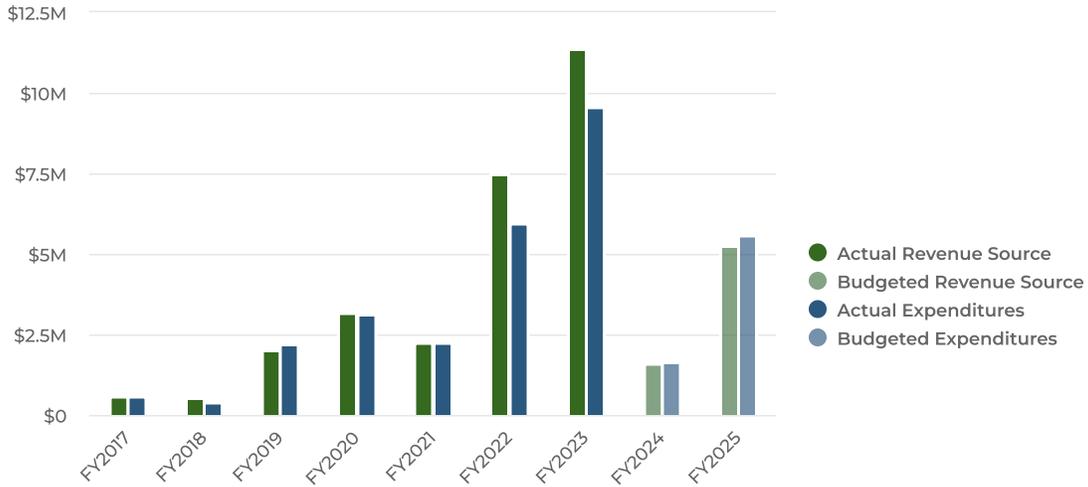


Capital Projects Funds

This page is provided as a summary of the Capital and Grants funds for the City. The primary purpose of these funds are to move city capital or other operating grants projects forward. This summary section is for presentational purposes only and the funds are strictly segregated within the financial system.

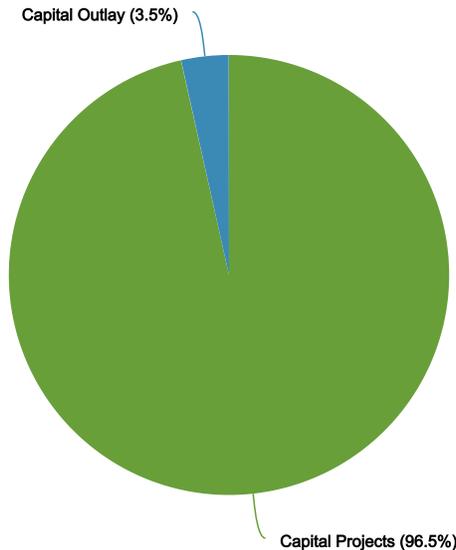
Summary

The City of Cotati is projecting \$7.5M of revenue in FY2024, which represents a 40.0% decrease over the prior year. Budgeted expenditures are projected to decrease by 59.3% to \$7.5M in FY2024.

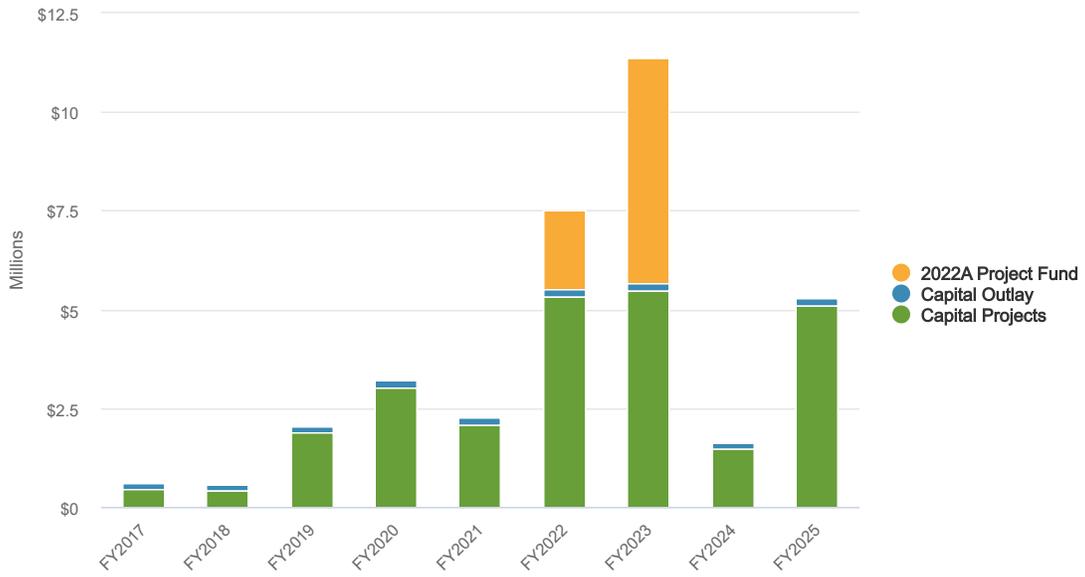


Revenue by Fund

2025 Revenue by Fund



Budgeted and Historical Revenue by Fund

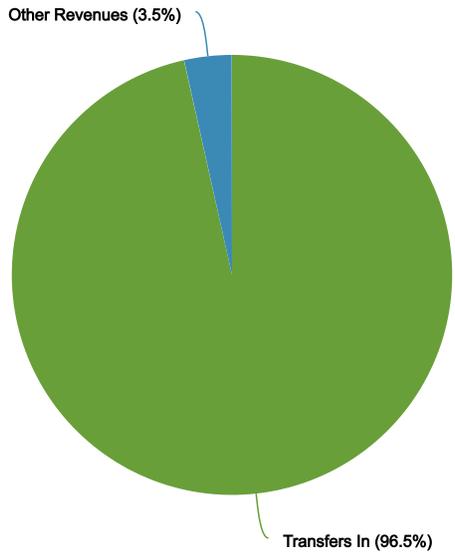


Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Capital Outlay	\$174,590	\$160,908	\$183,476	\$184,500	\$192,160	\$184,500	0%
Capital Projects	\$2,091,706	\$5,342,345	\$5,469,475	\$1,454,000	\$4,355,320	\$5,096,000	250.5%
2022A Project Fund	\$0	\$2,002,210	\$5,727,026	\$0	\$0	\$0	0%
Total:	\$2,266,295	\$7,505,464	\$11,379,977	\$1,638,500	\$4,547,480	\$5,280,500	222.3%

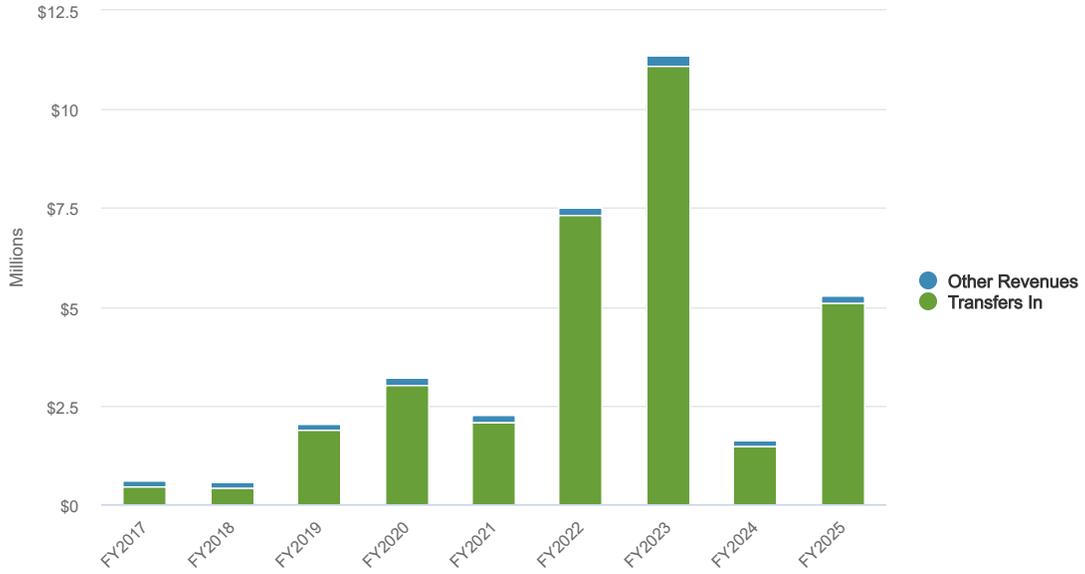


Revenues by Source

Projected 2025 Revenues by Source



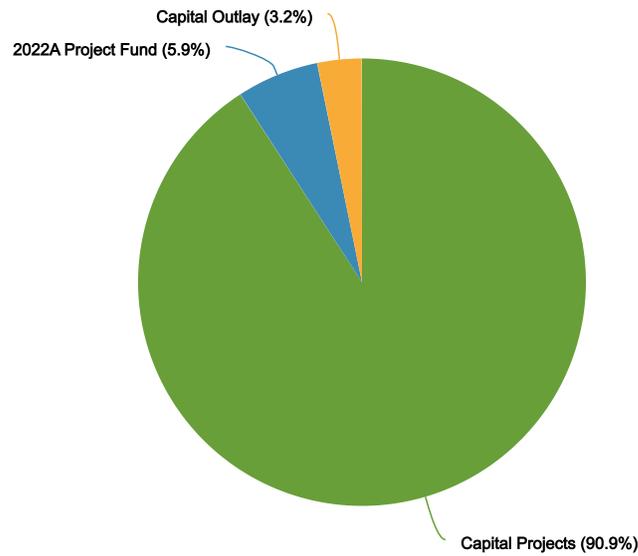
Budgeted and Historical Revenues by Source



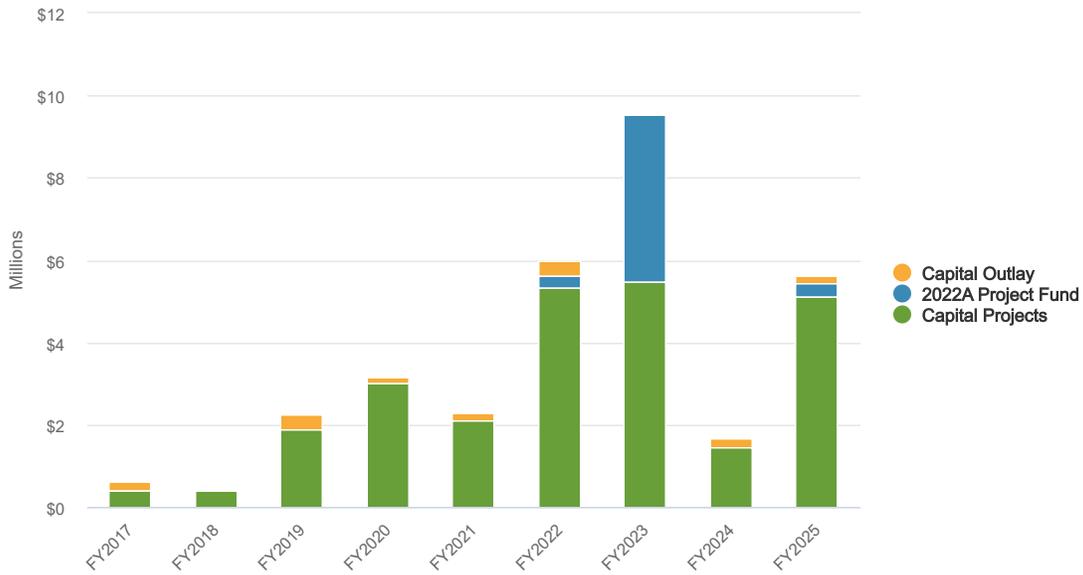
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Revenue Source							
Other Revenues	\$174,766	\$163,805	\$259,534	\$184,500	\$192,160	\$184,500	0%
Transfers In	\$2,091,529	\$7,341,659	\$11,120,443	\$1,454,000	\$4,355,320	\$5,096,000	250.5%
Total Revenue Source:	\$2,266,295	\$7,505,464	\$11,379,977	\$1,638,500	\$4,547,480	\$5,280,500	222.3%

Expenditures by Fund

2025 Expenditures by Fund



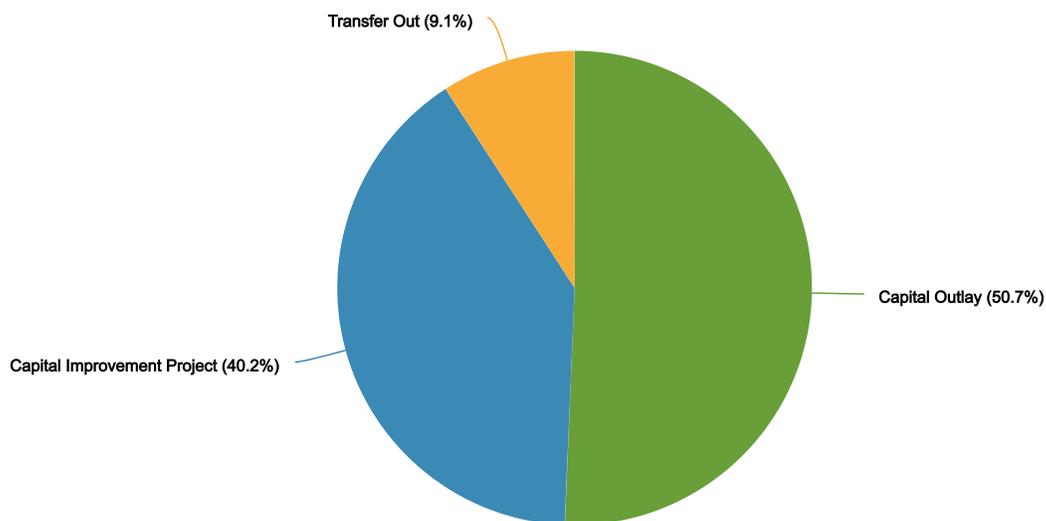
Budgeted and Historical Expenditures by Fund



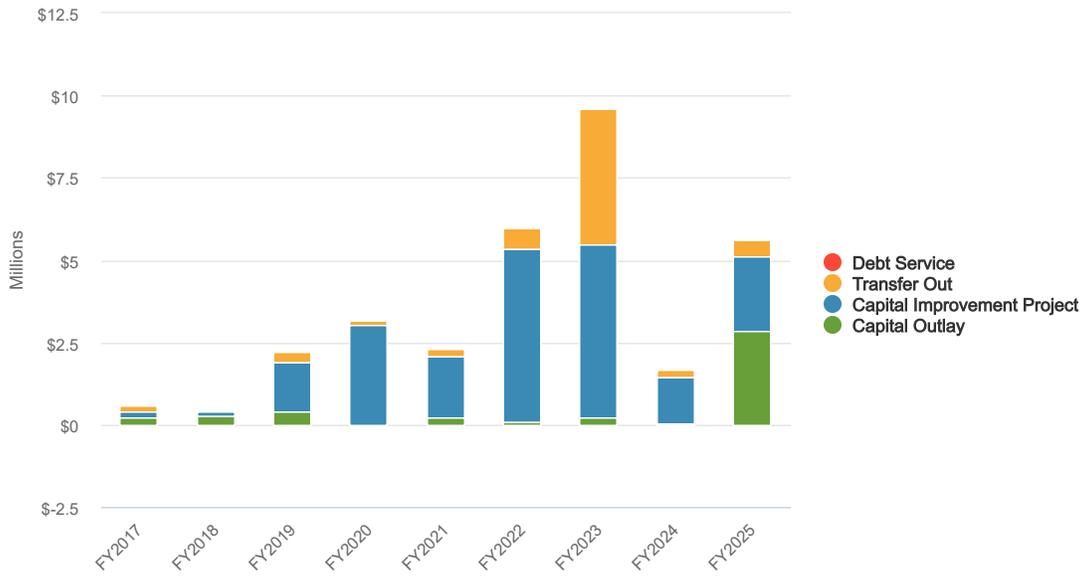
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Capital Outlay	\$200,000	\$350,738	\$54,732	\$200,000	\$400,000	\$180,000
Capital Projects	\$2,089,773	\$5,323,289	\$5,466,877	\$1,454,000	\$4,146,879	\$5,096,000
2022A Project Fund	\$0	\$311,480	\$4,054,420	\$0	\$3,030,904	\$332,433
Total:	\$2,289,773	\$5,985,506	\$9,576,029	\$1,654,000	\$7,577,783	\$5,608,433

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Expense Objects							
Debt Service	\$0	\$18,511	-\$3,662	\$0	\$0	\$0	0%
Capital Outlay	\$215,689	\$81,574	\$204,770	\$50,000	\$320,000	\$2,842,000	5,584%
Transfer Out	\$200,000	\$643,707	\$4,112,813	\$200,000	\$3,430,904	\$512,433	156.2%
Capital Improvement Project	\$1,874,084	\$5,241,714	\$5,262,107	\$1,404,000	\$3,826,879	\$2,254,000	60.5%
Total Expense Objects:	\$2,289,773	\$5,985,506	\$9,576,029	\$1,654,000	\$7,577,783	\$5,608,433	239.1%



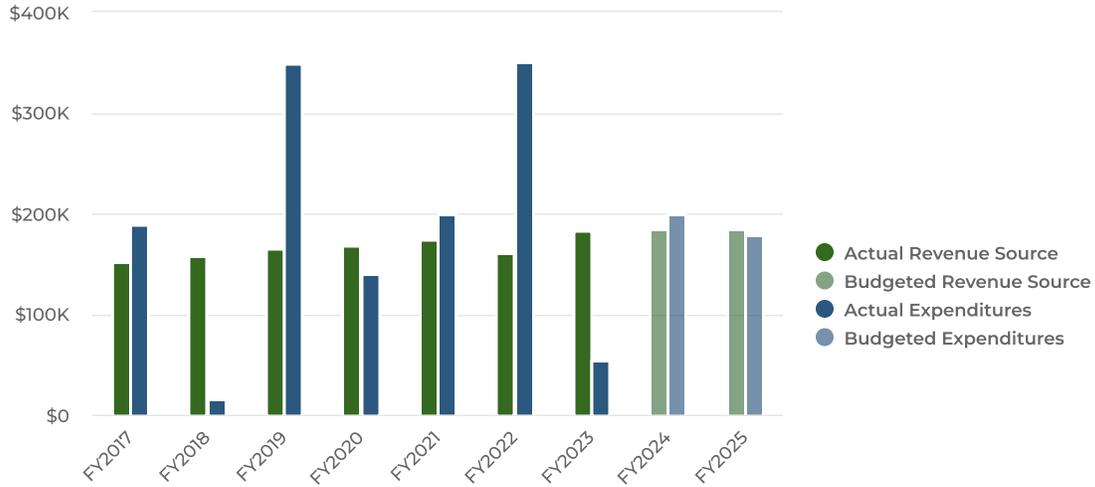


Fund 604

This fund is designed to account for the road impact fees and their use for streets capital improvement projects.

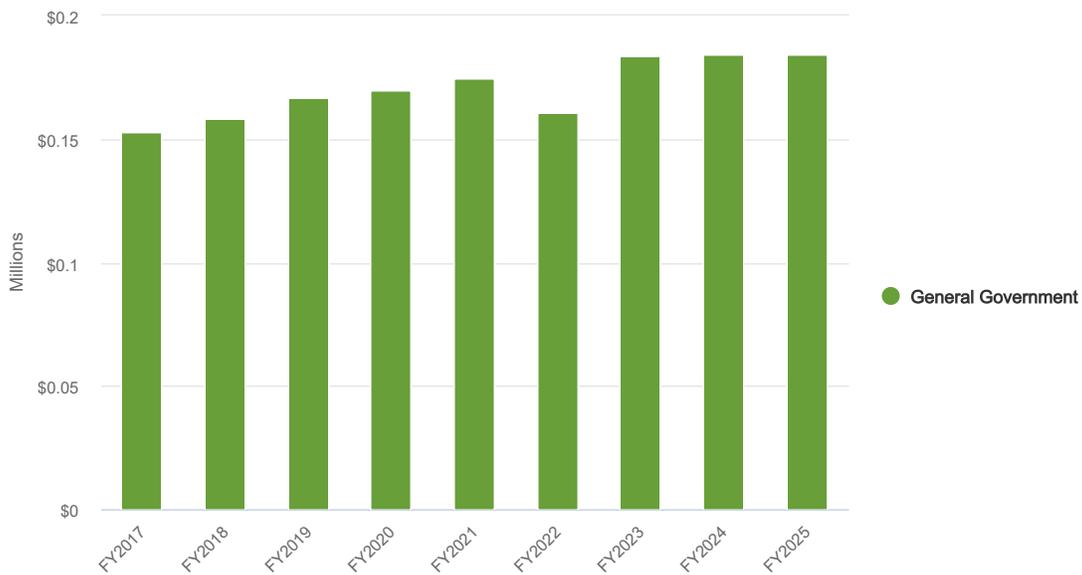
Summary

The City of Cotati is projecting \$184.5K of revenue in FY2025, which is consistent with the prior year. Budgeted expenditures are projected to decrease by 10% to \$180K in FY2025.



Revenue by Department

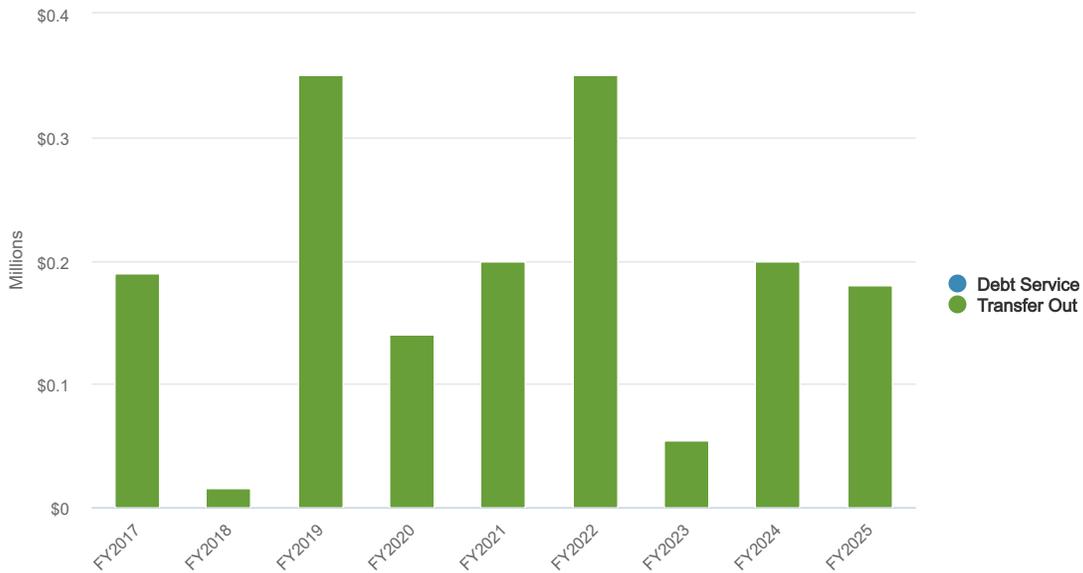
Budgeted and Historical Revenue by Department



Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Revenue							
General Government	\$174,590	\$160,908	\$183,476	\$184,500	\$192,160	\$184,500	0%
Total Revenue:	\$174,590	\$160,908	\$183,476	\$184,500	\$192,160	\$184,500	0%

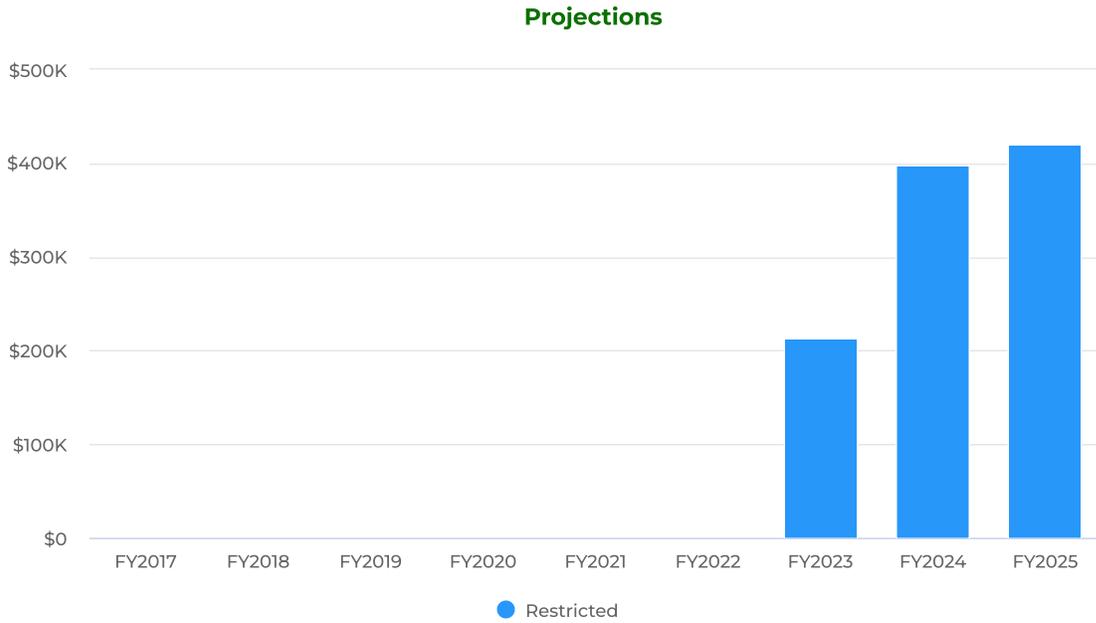
Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Expense Objects							
Debt Service	\$0	\$738	\$130	\$0	\$0	\$0	0%
Transfer Out	\$200,000	\$350,000	\$54,601	\$200,000	\$400,000	\$180,000	-10%
Total Expense Objects:	\$200,000	\$350,738	\$54,732	\$200,000	\$400,000	\$180,000	-10%

Fund Balance



Financial Summary	FY2024	FY2025	% Change
Fund Balance	—	—	
Restricted	\$397,323	\$419,829	5.7%
Total Fund Balance:	\$397,323	\$419,829	5.7%



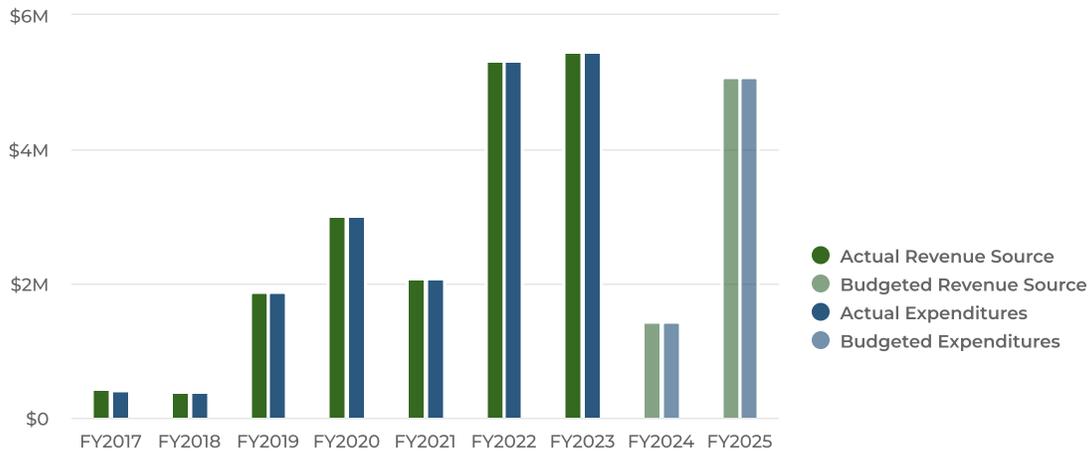
Capital Projects Fund

Fund 605

This fund consists of various types of financial resources that are utilized to build, renovate, or purchase equipment, property, or facilities, including buildings, parks, information technology systems, and non water/sewer infrastructure and which are to be used to benefit the public.

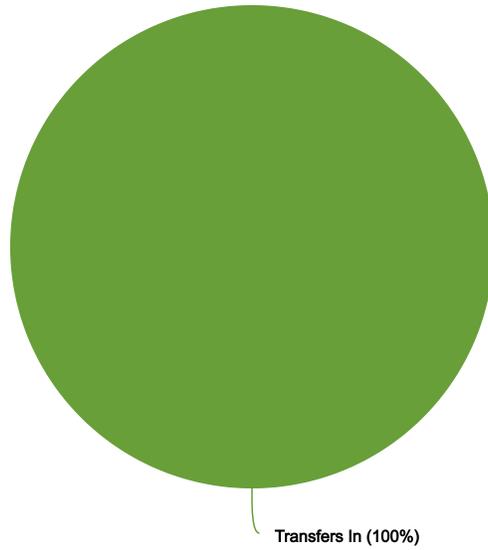
Summary

The City of Cotati is projecting \$5.1M of revenue in FY2025, which represents a 250.5% increase over the prior year. Budgeted expenditures are projected to increase by the same 250.5% to \$5.1M in FY2025 from \$1.454M in FY2024. For more detail please see the Capital Improvements section, and the Appendix.

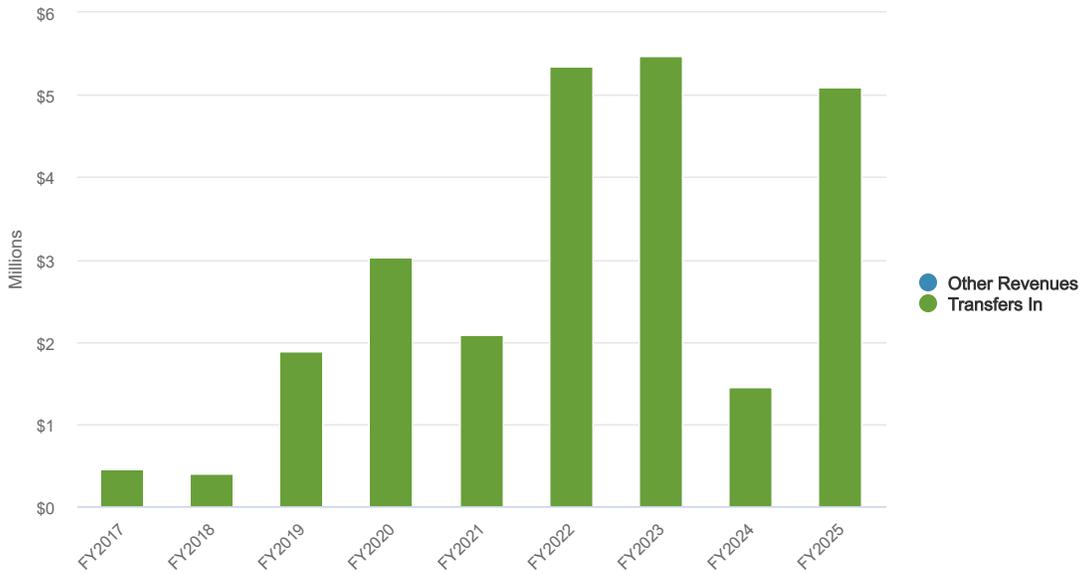


Revenues by Source

Projected 2025 Revenues by Source



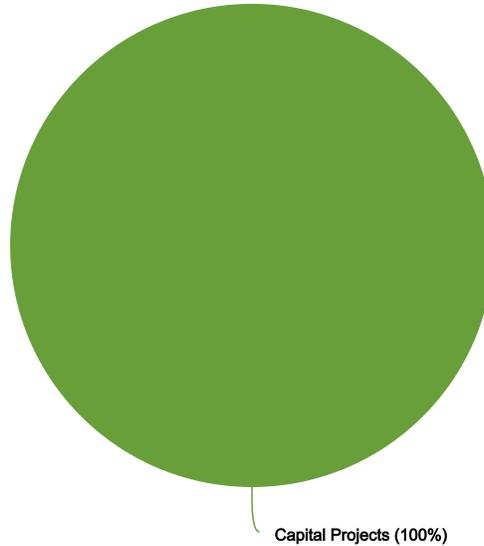
Budgeted and Historical Revenues by Source



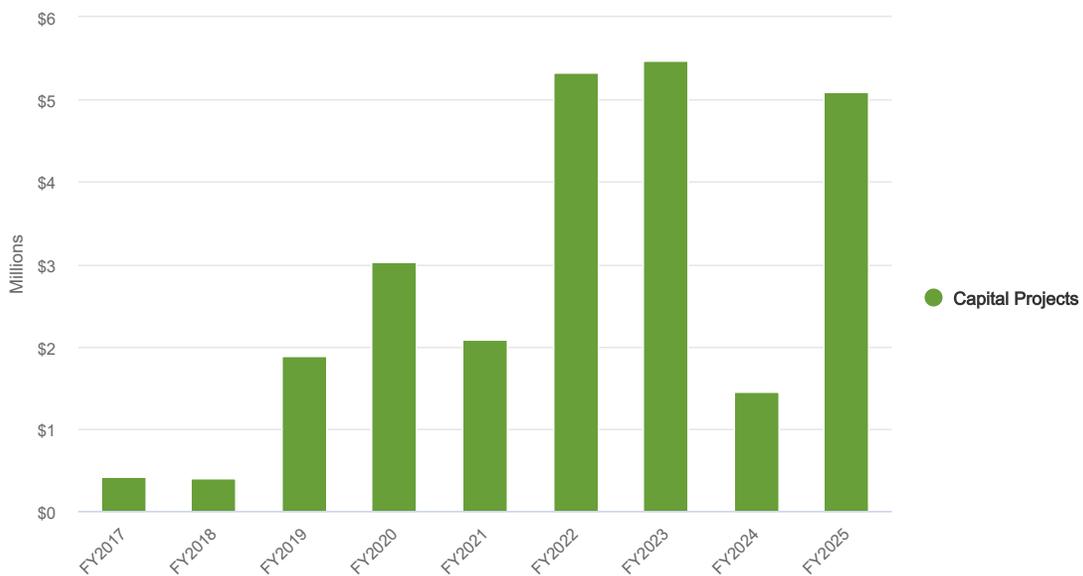
Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Revenue Source						
Other Revenues	\$177	\$686	\$2,598	\$0	\$0	\$0
Transfers In	\$2,091,529	\$5,341,659	\$5,466,877	\$1,454,000	\$4,355,320	\$5,096,000
Total Revenue Source:	\$2,091,706	\$5,342,345	\$5,469,475	\$1,454,000	\$4,355,320	\$5,096,000

Expenditures by Fund

2025 Expenditures by Fund



Budgeted and Historical Expenditures by Fund



Name	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Adopted Budget
Capital Projects	\$2,089,773	\$5,323,289	\$5,466,877	\$1,454,000	\$4,146,879	\$5,096,000
Total Capital Projects:	\$2,089,773	\$5,323,289	\$5,466,877	\$1,454,000	\$4,146,879	\$5,096,000





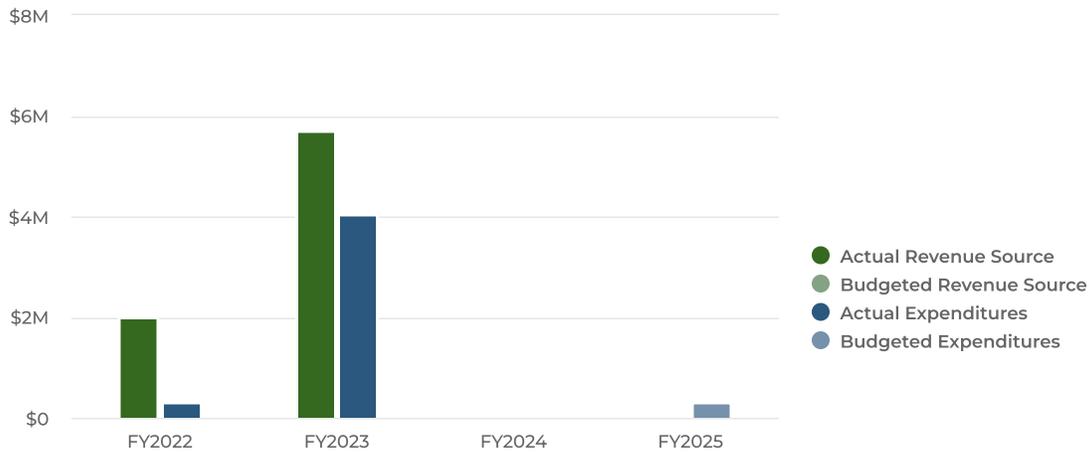
2022A Streets Projects

Fund 610

This fund is designed to account for the construction of streets projects using the funding obtained from the 2022 Street debt service.

Summary

The City of Cotati received approximately \$7M in tax-exempt debt for street improvements, which is included within the estimated budget for FY2023 and continued funding for projects through FY2023. These funds were fully expended within FY2024. See the Capital Improvements section of the budget for more details.



Revenue by Department

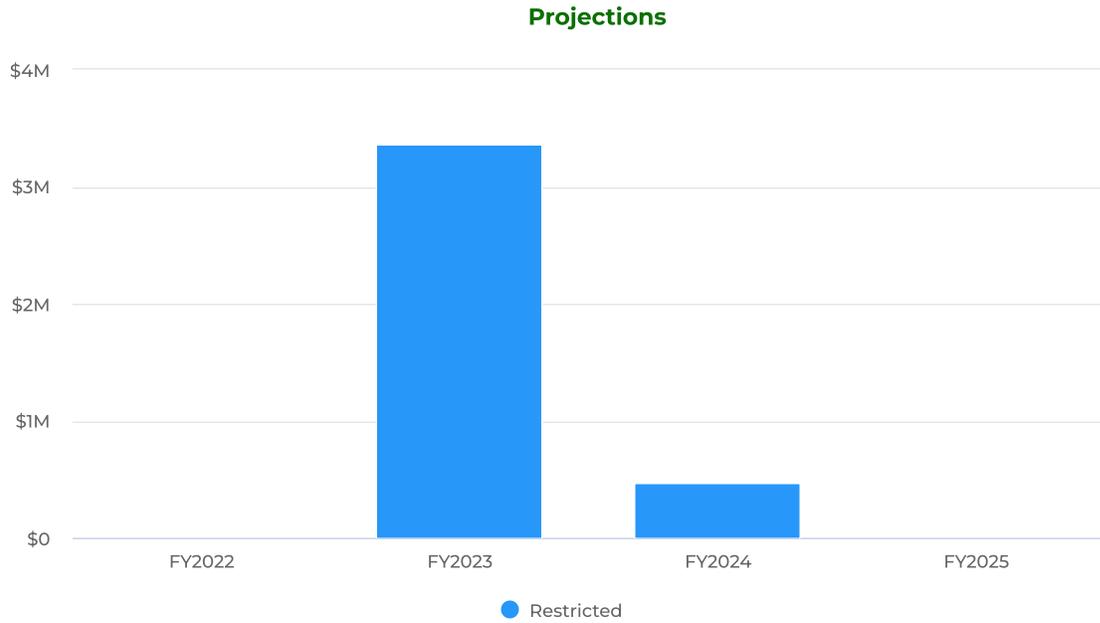
Name	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Revenue						
General Government	\$2,002,210	\$5,727,026	\$0	\$0	\$0	0%
Total Revenue:	\$2,002,210	\$5,727,026	\$0	\$0	\$0	0%

Expenditures by Expense Type

Name	FY2022 Actual	FY2023 Actual	FY2024 Adopted Budget	FY2024 Estimate	FY2025 Proposed Budget	FY2024 Adopted Budget vs. FY2025 Proposed Budget (% Change)
Expense Objects						
Debt Service	\$17,773	-\$3,792	\$0	\$0	\$0	0%
Transfer Out	\$293,707	\$4,058,212	\$0	\$3,030,904	\$332,433	N/A
Total Expense Objects:	\$311,480	\$4,054,420	\$0	\$3,030,904	\$332,433	N/A



Fund Balance



Financial Summary	FY2024
Fund Balance	—
Restricted	\$469,863
Total Fund Balance:	\$469,863



CAPITAL IMPROVEMENTS



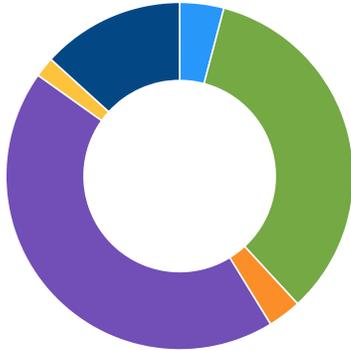
Capital Improvements: One-year Plan

Total Capital Requested

\$7,449,486

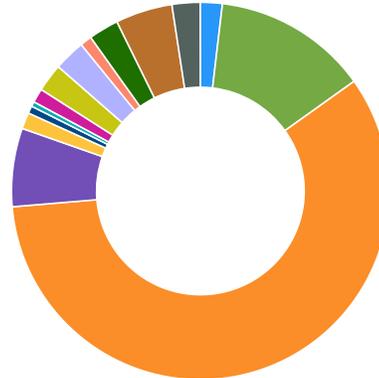
21 Capital Improvement Projects

Total Funding Requested by Department



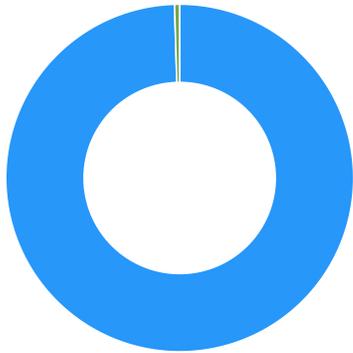
Public Works - Govt. Buildings (4%)	\$306,000.00
Public Works - Parks (34%)	\$2,536,000.00
Public Works - Storm Water Mgnt. (3%)	\$231,000.00
Public Works - Streets (44%)	\$3,249,000.00
Sewer (2%)	\$139,643.00
Water (13%)	\$987,843.00
TOTAL	\$7,449,486.00

Total Funding Requested by Source



Enterprise - Sewer Capital Funds (2%)	\$139,643.00
Enterprise - Water Capital Funds (13%)	\$987,843.00
General Fund (59%)	\$4,361,000.00
Grants - Federal (7%)	\$500,000.00
Grants - State (1%)	\$104,000.00
Other Source (1%)	\$48,000.00
Special Revenue - Parks Bed Tax (0%)	\$30,000.00
Special Revenue - Parks Park-in-Lieu (1%)	\$90,000.00
Special Revenue - Road Impact Fee (Garbage) (2%)	\$180,000.00
Special Revenue - Streets Gas Tax (3%)	\$200,000.00
Special Revenue - Streets Measure M (1%)	\$75,000.00
Special Revenue - Streets RMRA (3%)	\$192,000.00
Special Revenue - Streets Traffic Impact Fee (5%)	\$362,000.00
Special Revenues - Parks Measure M (2%)	\$180,000.00
TOTAL	\$7,449,486.00

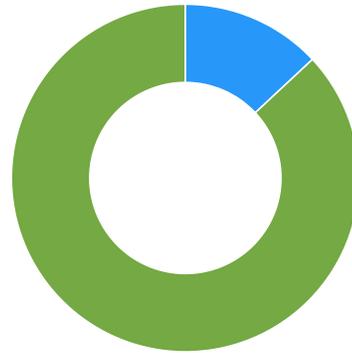
Capital Costs Breakdown



● Capital Costs (100%)
 ● Operational Costs (0%)
TOTAL

\$7,449,486.00
 \$34,950.00
\$7,484,436.00

Cost Savings & Revenue Breakdown



● Cost Savings (13%)
 ● Revenue (87%)
TOTAL

\$150.00
 \$1,000.00
\$1,150.00

Public Works - Streets Requests

Itemized Requests for 2025

2025 Street Improvements Project

\$664,000

The Project includes slurry seal, crack seal, and digouts of E Cotati Ave from Matteri Lane to Baytree Ct, Forno Way, Honor Place, Clothier Lane, Jagla Street, Logan Place, Loma Linda Drive, Dorffman Drive, Issel Ct, Loma Linda Ct, Fehler...

2026 Street Improvements Project

\$60,000

Project performs pavement preservation (slurry seal, crack seal, and dig outs) on Dorfman Drive, E. Cotati Ave, Fehler Lane, Jagla Street, Linden Ave, and Valparaiso Ave and pavement rehabilitation (mill, edge grind and overlay) on Helman Lane.

Annual Bicycle Pedestrian Safety Improvements

\$50,000

Installation of bicycle, pedestrian, and vehicle safety improvements, to be completed by City Public Works staff or through minor construction contracts. Safety improvements will be informed by ongoing community input and recommendations of the...

Annual Landscaping Improvements Projects

\$35,000

Annual planned landscaping improvements along roadways throughout the City. Projects are planned to coordinate with street paving improvement projects, but can vary depending on needs.

Class 1 Pathway Maintenance Project

\$185,000

Maintain and repair Class 1 pathways. The Project to include one to several of the following pathways, depending on available budget: Laguna de Santa Rosa trail between Gravenstein Way and E. Cotati Avenue, West School Street, between Maple and...

Gateway Signage

\$10,000

This effort is to enhance the City's monuments at main entrance points, replace post mounted signs at minor entrance points, and convert the La Plaza marquee to a digital display. The major gateways into Cotati will be constructed at the...

Gateway Signage - Marquee Replacement

\$51,000

This effort is to convert the La Plaza marquee to a digital display.

Highway 116/West Cotati Avenue Intersection Safety Improvements

\$362,000

The Project will realign and signalize the intersection of State Highway 116 and West Cotati Avenue. The Project will widen Highway 116 east and west of the proposed signalized intersection and create turn lanes and install bicycle and pedestrian...

Park and Ride Replacement Project

\$993,000

The City entered into a "Functional Replacement and Exchange Agreement Cotati Park and Ride" with Caltrans for the City to acquire the Park and Ride lot at the corner of Highway 116 and Old Redwood Highway providing the City construct replacement...

Redwood Drive and Cypress Avenue Pavement Rehabilitation

\$104,000

Project will rehabilitate Redwood Drive and Cypress Avenue and include replacing faded and worn signage, upgrading bike lanes, enhancing traffic-calming features including striping to narrow lanes and creating bike lane buffers, and upgrade...

Sidewalk Gap Closures

\$735,000

The Project constructs sidewalks to close gaps throughout the City and upgrades ADA ramps. The sections of roadways for the new sidewalks include portions of West Cotati Avenue and along West School Street between Clifford and Maple, to complete...

Total: \$3,249,000



Public Works - Parks Requests

Itemized Requests for 2025

Putnam Park Improvements - Phase 1 **\$2,471,000**

This project includes the design and construction of the perimeter pathway in the Phase 1 area, Dog Park, adjacent field, and parking lot lighting.

Sunflower Park Improvements - Phase 1 **\$5,000**

The project includes Phase 1 elements of walkways, new play structure, picnic area near restrooms, new lighting and landscaping.

Veronda-Falletti Ranch Barns **\$60,000**

Rebuild barn and brooder house to expand the potential community programs and events centered on agricultural themes.

Total: \$2,536,000

Public Works - Storm Water Mgmt. Requests

Itemized Requests for 2025

Trash Implementation Plan - Phase 1 **\$231,000**

This Project is to implement Phase 1 of the City's Trash Implementation Plan and addresses measures to capture trash generated from medium trash generating parcels in the City's downtown area. General Plan

Total: \$231,000

Public Works - Govt. Buildings Requests

Itemized Requests for 2025

City Hall Public Meeting Streaming System Improvements **\$306,000**

Upgrade the public meeting audio and visual systems to improve redundancy, reliability and make it easier to operate. The project is intended to remove single points of failure and minimize system issues during public meetings and improve...

Total: \$306,000

Water Requests

Itemized Requests for 2025

SCADA Water **\$81,643**

Upgrades the SCADA server at the Corporation Yard and installs redundant server at City Hall.

Well 1A/Well 3 Treatment Renewal and Replacement **\$68,000**

This Project is a continuing effort with the Clor-Tec cells having been replaced in FY23/24 and upcoming work for FY24/25 includes replacing filter media, recoating the filter tanks and painting the piping, valves and fittings.

West Sierra Tank Recoating **\$838,200**

This project will recoat the interior and paint the exterior of the existing West Sierra Tank.

Total: \$987,843



Sewer Requests

Itemized Requests for 2025

SCADA Sewer	\$81,643
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Replaces the SCADA server at the Corp Yard and provides for a redundant server at City Hall.

Wastewater System Emergency Generator Project	\$58,000
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The Project is to purchase and install two fixed place generators to provide back-up power to two wastewater lift stations that serve critical functions in the City's ability to treat and convey wastewater. Both locations do not currently have...

Total: \$139,643



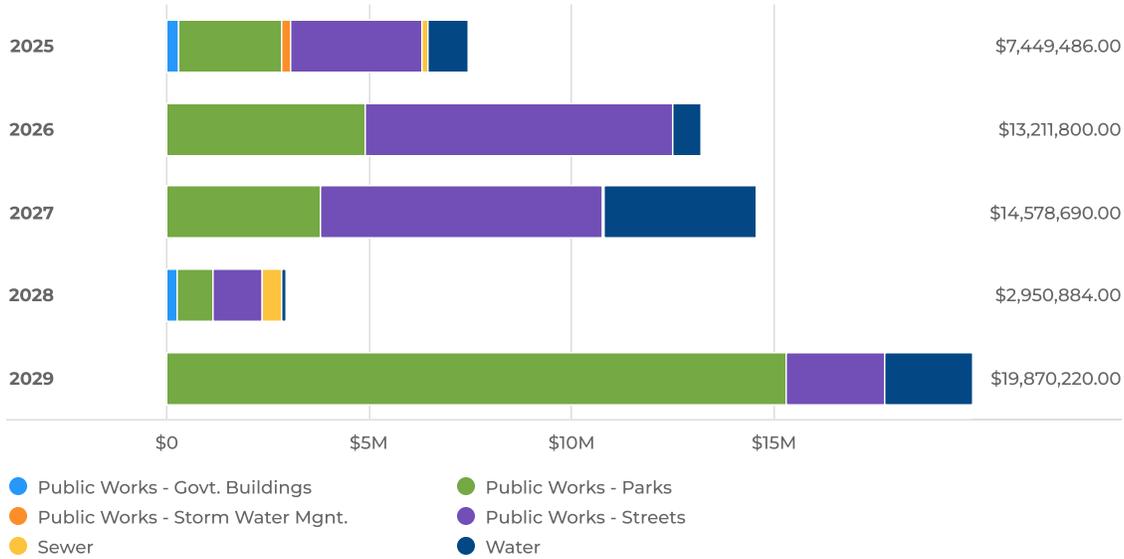
Capital Improvements: Multi-year Plan

Total Capital Requested

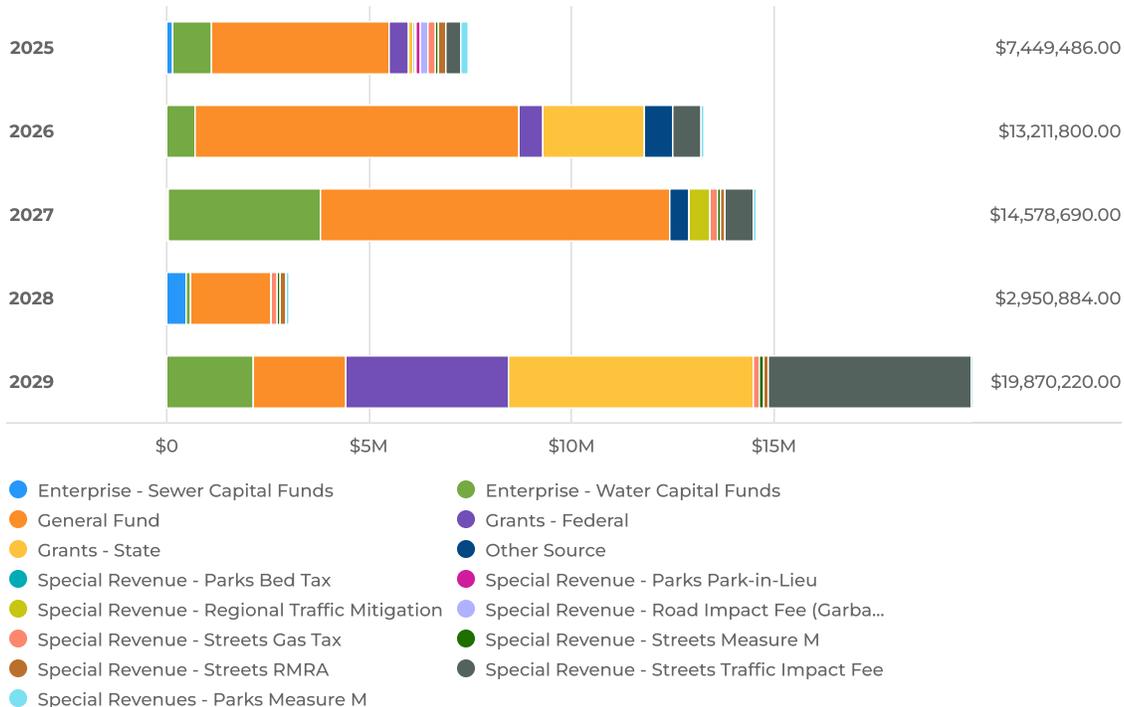
\$58,061,080

45 Capital Improvement Projects

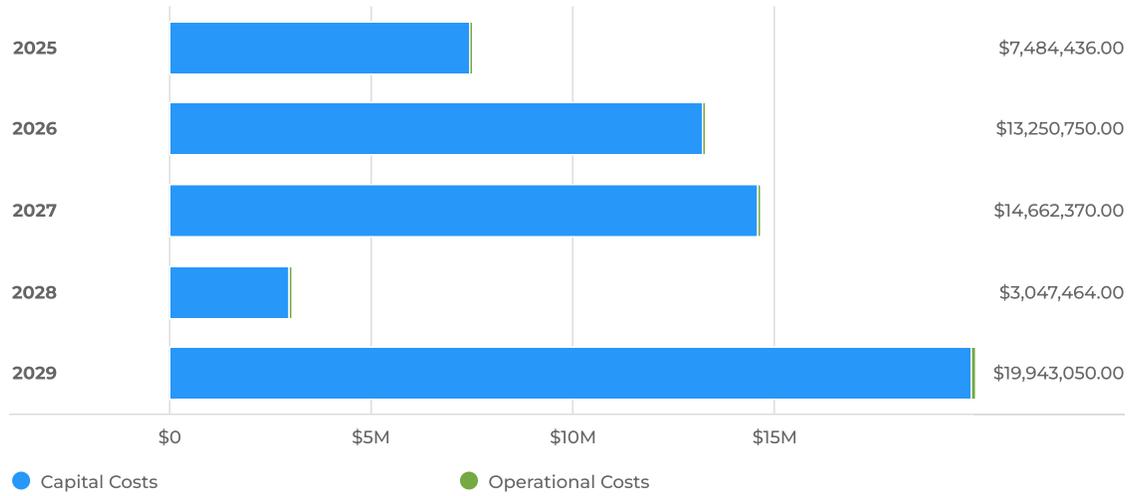
Total Funding Requested by Department



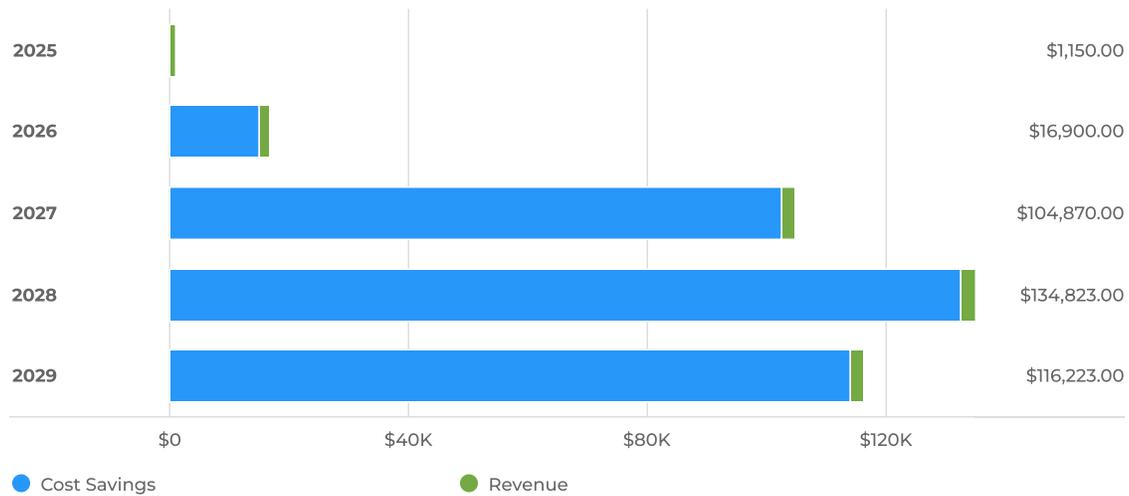
Total Funding Requested by Source



Capital Costs Breakdown



Cost Savings & Revenues



Public Works - Streets Requests

Itemized Requests for 2025-2030

2025 Street Improvements Project	\$664,000
<p>The Project includes slurry seal, crack seal, and digouts of E Cotati Ave from Matteri Lane to Baytree Ct, Forno Way, Honor Place, Clothier Lane, Jagla Street, Logan Place, Loma Linda Drive, Dorffman Drive, Issel Ct, Loma Linda Ct, Fehler...</p>	
2026 Street Improvements Project	\$1,021,460
<p>Project performs pavement preservation (slurry seal, crack seal, and dig outs) on Dorfman Drive, E. Cotati Ave, Fehler Lane, Jagla Street, Linden Ave, and Valparaiso Ave and pavement rehabilitation (mill, edge grind and overlay) on Helman Lane.</p>	
2027 Streets Improvements Project	\$2,296,630
<p>The Project includes rehabilitation of Aaron Street, Derby Lane, Madrone Ave, and Primero Ct and preservation treatments (slurry seal, crack seal and dugouts) for the L Section, Benson Lane, Gilman Ranch Road, Old Redwood Hwy between William and W...</p>	
2028 Streets Improvements Project	\$1,104,884
<p>The Project includes preservation treatments (slurry seal, crack seal, dugouts) of the Bird Streets, Aquirre Way, Keppel Way, Hahn Way, Keyt Way, and Veronda from Aquirre Way east to the end, the outer hub streets except for Arthur Street, E...</p>	
2029 Street Preservation Project	\$1,503,000
<p>The Project provides preservation treatments (slurry seal, crack seal and dig-outs) to 4.5 centerline miles of streets including Cervantes Court, W Sierra Ave, Christensen Ct, Maple Ave and Braden Court, Alder Ave, Blodgett Street and Trebino...</p>	
Annual Bicycle Pedestrian Safety Improvements	\$200,000
<p>Installation of bicycle, pedestrian, and vehicle safety improvements, to be completed by City Public Works staff or through minor construction contracts. Safety improvements will be informed by ongoing community input and recommendations of the...</p>	
Annual Landscaping Improvements Projects	\$140,000
<p>Annual planned landscaping improvements along roadways throughout the City. Projects are planned to coordinate with street paving improvement projects, but can vary depending on needs.</p>	
Class 1 Pathway Maintenance Project	\$185,000
<p>Maintain and repair Class 1 pathways. The Project to include one to several of the following pathways, depending on available budget: Laguna de Santa Rosa trail between Gravenstein Way and E. Cotati Avenue, West School Street, between Maple and...</p>	
East Sierra EV Charging Station	\$1,050,000
<p>Provides Level 3 (Fast Charging) electrical vehicle charging stations in the City's public parking lot on East Sierra Avenue (behind the fire station).</p>	
Gateway Signage	\$765,000
<p>This effort is to enhance the City's monuments at main entrance points, replace post mounted signs at minor entrance points, and convert the La Plaza marquee to a digital display. The major gateways into Cotati will be constructed at the...</p>	
Gateway Signage - Commerce Monument	\$602,000
<p>The Project designs and constructs a monument gateway sign on Commerce Blvd at the City limit.</p>	
Gateway Signage - Marquee Replacement	\$51,000
<p>This effort is to convert the La Plaza marquee to a digital display.</p>	



Highway 116/West Cotati Avenue Intersection Safety Improvements **\$7,387,900**

The Project will realign and signalize the intersection of State Highway 116 and West Cotati Avenue. The Project will widen Highway 116 east and west of the proposed signalized intersection and create turn lanes and install bicycle and pedestrian...

Park and Ride Replacement Project **\$993,000**

The City entered into a "Functional Replacement and Exchange Agreement Cotati Park and Ride" with Caltrans for the City to acquire the Park and Ride lot at the corner of Highway 116 and Old Redwood Highway providing the City construct replacement...

Redwood Drive and Cypress Avenue Pavement Rehabilitation **\$104,000**

Project will rehabilitate Redwood Drive and Cypress Avenue and include replacing faded and worn signage, upgrading bike lanes, enhancing traffic-calming features including striping to narrow lanes and creating bike lane buffers, and upgrade...

Sidewalk Gap Closures **\$735,000**

The Project constructs sidewalks to close gaps throughout the City and upgrades ADA ramps. The sections of roadways for the new sidewalks include portions of West Cotati Avenue and along West School Street between Clifford and Maple, to complete...

Traffic Signal At William/George and Old Redwood Highway **\$1,080,000**

This is a traffic impact fee study capital project and consists of installing a new traffic signal at the intersection of William Street/George Street and Old Redwood Highway. The project design was completed to a 65% level as part of the Traffic...

Valparaiso Avenue and Helman Lane Pavement Rehabilitation **\$1,565,000**

Project rehabilitates Valparaiso Avenue from Cotati Creek to Fehler Lane and Helman Lane between Redwood Drive and the City Limits. Valparaiso Avenue has existing paving index ranging from 16 to 28 and is proposed for edge grind, dig outs, fabric...

Total: \$21,447,874



Public Works - Parks Requests

Itemized Requests for 2025-2030

Cator Basketball Court Resurfacing	\$38,000
Project is to maintain Cator basketball courts by resurfacing them.	
Civic Center Park Imp'ts - Phase 1	\$883,000
To initiate design and implement improvements at Cator Park, including installation of a new dog park and connecting ADA pathway.	
Civic Center Park Imp'ts - Phase 2	\$938,000
Project includes Volleyball court and surrounding picnic areas and hardscape, and the lawn area.	
Civic Center Park Imp'ts - Phase 3	\$525,000
Phase 3 includes the picnic area along the first base line and parking lot.	
La Plaza Reunification	\$15,660,000
The Project is to meet a core objective of the City's Downtown Specific Plan, to transform La Plaza Park "into a substantial and highly noticeable community focal point". Key to this transformation is to reunify the park by...	
Putnam Park Imp'ts - Phase 2	\$1,929,000
This project includes the design and construction of the dog park and open lawn area and connecting pathways, picnic areas and benches.	
Putnam Park Imp'ts - Phase 3	\$1,930,000
This project includes the design and construction of the improvements along the first baseline including the new restroom, concession stand, and picnic area.	
Putnam Park Improvements - Phase 1	\$2,471,000
This project includes the design and construction of the perimeter pathway in the Phase 1 area, Dog Park, adjacent field, and parking lot lighting.	
Sunflower Park Imp'ts - Phase 2	\$496,000
The project includes Phase 2 elements of walkways and picnic area behind tennis courts, and landscaping.	
Sunflower Park Improvements - Phase 1	\$917,000
The project includes Phase 1 elements of walkways, new play structure, picnic area near restrooms, new lighting and landscaping.	
Veronda-Falletti Ranch Barns	\$1,647,000
Rebuild barn and brooder house to expand the potential community programs and events centered on agricultural themes.	
Total: \$27,434,000	

Public Works - Storm Water Mgnt. Requests

Itemized Requests for 2025-2030

Trash Implementation Plan - Phase 1	\$231,000
This Project is to implement Phase 1 of the City's Trash Implementation Plan and addresses measures to capture trash generated from medium trash generating parcels in the City's downtown area. General Plan	
Total: \$231,000	



Public Works - Govt. Buildings Requests

Itemized Requests for 2025-2030

City Hall Public Meeting Streaming System Improvements **\$306,000**

Upgrade the public meeting audio and visual systems to improve redundancy, reliability and make it easier to operate. The project is intended to remove single points of failure and minimize system issues during public meetings and improve...

Civic Center Parking Lot Improvements **\$266,000**

Project is to reconfigure the Civic Center Complex parking lot to improve circulation, add parking spots, and add Level 2 EV chargers.

Total: \$572,000

Water Requests

Itemized Requests for 2025-2030

BP-1: Cypress Tank Booster Pumps **\$709,500**

This project will add booster pumps for the new Cypress Pressure Zone.

Distribution System Monitoring **\$130,000**

This project adds telemetry points on all distribution system production inputs (Sonoma Water Turnouts, City wells), as well as potentially some nodes within the distribution system zones. The instrumentation is intended to measure real-time...

P-1: Portal Street, Mercantile, Aaron Main Replacement **\$1,590,000**

This project replaces approximately 2,100 feet of existing undersized mains in the industrial area to improve fire flows.

P-3, 4: Cypress Tank New Water Main **\$1,080,000**

This project involves the construction of approximately 2,100 feet of new main at locations to improve pressure by creating a new pressure zone.

P-5: Sycamore Lane Water Main Replacement **\$587,220**

This project replaces approximately 600 feet of existing undersized main at this location to improve fire flows.

SCADA Water **\$81,643**

Upgrades the SCADA server at the Corporation Yard and installs redundant server at City Hall.

T-1: New Cypress Storage Tank **\$2,552,000**

Replaces the Cypress Water Storage Tank. The old Cypress tank was taken out of service when the W Sierra tank was brought on-line due to different water operating levels. The new tank will increase the 100k gallon capacity to approximately 700k...

Well 1A/Well 3 Treatment Renewal and Replacement **\$68,000**

This Project is a continuing effort with the Clor-Tec cells having been replaced in FY23/24 and upcoming work for FY24/25 includes replacing filter media, recoating the filter tanks and painting the piping, valves and fittings.

Well No. 4 **\$50,000**

Concept design and preliminary exploration for a new 4th groundwater well in accordance with the Water Master Plan.

West Sierra Tank Recoating **\$838,200**

This project will recoat the interior and paint the exterior of the existing West Sierra Tank.

Total: \$7,686,563



Sewer Requests

Itemized Requests for 2025-2030

Manhole Lateral Repair/Improvement **\$550,000**

Continued repair of manholes and lateral connections in sewer lines to limit excess storm water flowing into system.

SCADA Sewer **\$81,643**

Replaces the SCADA server at the Corp Yard and provides for a redundant server at City Hall.

Wastewater System Emergency Generator Project **\$58,000**

The Project is to purchase and install two fixed place generators to provide back-up power to two wastewater lift stations that serve critical functions in the City's ability to treat and convey wastewater. Both locations do not currently have...

Total: \$689,643



DEBT

Government-wide Debt Overview

The City has the following types of debt:

- o Direct Debt
 - Streets Improvements Tax Exempt Lease Obligation Bonds 2022A represents a tax-exempt bond issuance of an amount up to \$7,700,000 used to fund critical city street improvement projects at a low interest rate of 2.45% per annum and matures in 2041.
 - Pension Taxable Lease Obligation Bonds 2022B represents a \$4,000,000 unfunded pension obligation refunding debt whereby the City paid down the CalPERS obligations with a locked 3.33% interest per annum. and matures in 2036.
- o Pass-through Debt
 - Assessment District Debt with No City Commitment totaling \$5.7M and maturing in 2034
 - Successor Agency Debt Service for Recognized Obligation Payment Schedules
 - Cotati-RP Unified School District payments total debt of \$864K maturing in 2033.
 - Tax allocation refunding bond, Series 2020 with total Debt Service of \$7.7M maturing in 2036
- o Inter-Government Loans
 - In-Lieu Housing Loan to Sewer total debt service \$826K maturing in 2039
 - General Fund Loans to Water and Sewer for their portion of the Unfunded Pension Liability Additional Discretionary Payment. Total payment for each fund is approximately
- o Pension Obligations
 - Unfunded Liability Pension Obligations with a net pension liability of \$5.3M as of June 30, 2024



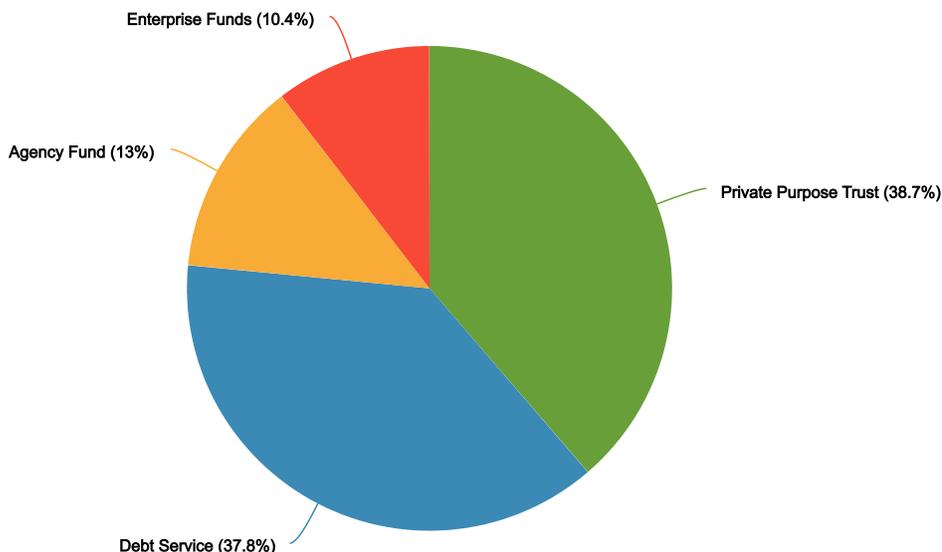
\$2,140,114

\$14,290 (0.67% vs. 2024 year)

The City records and disburses monies used to repay annual principal and interest, fees, anticipated new debt, and administrative fees on City issued debt through debt service types of funds.

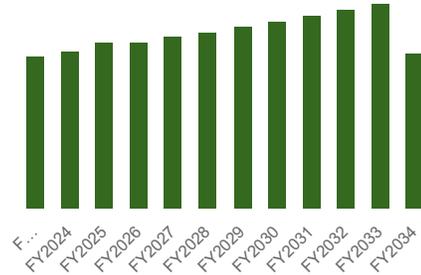
The General Long-Term Debt accounts for the payment of debt service on the City's General Obligation. The utility funds account for all debt associated with the Water and Sewer utilities activity. These debts account for the accumulation of resources and payment of general long-term debt principal.

Debt by Fund



Financial Summary	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028	% Change
All Funds	Actual	Actual	Estimated Actual	Forecasted	Forecasted	Forecasted	FY2024 vs FY2025
Agency Fund	\$255,675	\$263,218	\$278,977	\$278,977	\$287,207	\$295,679	6%
Private Purpose Trust	\$259,822	\$829,392	\$827,921	\$848,571	\$853,413	\$856,933	-0.2%
Enterprise Funds	\$223,239	\$223,239	\$223,239	\$223,239	\$223,239	\$223,239	0%
Debt Service	\$809,974	\$809,975	\$809,977	\$809,980	\$809,970	\$809,966	0%
Total All Funds:	\$1,548,711	\$2,125,824	\$2,140,114	\$2,160,767	\$2,173,830	\$2,185,817	0.7%

Agency Fund

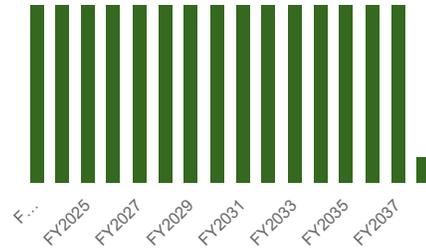


Financial Summary	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028	% Change
Agency Fund	Actual	Actual	Estimated Actual	Forecasted	Forecasted	Forecasted	FY2024 vs FY2025
SSBP Series 2019	\$255,675	\$263,218	\$278,977	\$278,977	\$287,207	\$295,679	6%
Total Agency Fund:	\$255,675	\$263,218	\$278,977	\$278,977	\$287,207	\$295,679	6%

Private Purpose Trust

Financial Summary	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028	% Change
Private Purpose Trust	Actual	Actual	Estimated Actual	Forecasted	Forecasted	Forecasted	FY2024 vs FY2025
Successor Agency	\$259,822	\$829,392	\$827,921	\$848,571	\$853,413	\$856,933	-0.2%
Total Private Purpose Trust:	\$259,822	\$829,392	\$827,921	\$848,571	\$853,413	\$856,933	-0.2%

Enterprise Funds



Financial Summary	FY2024	FY2025	% Change
Enterprise Funds	Actual	Estimated Actual	
Sewer	\$143,694	\$143,694	0%
Water	\$79,545	\$79,545	0%
Total Enterprise Funds:	\$223,239	\$223,239	0%

Debt Service

Financial Summary	FY2023	FY2024	FY2025	FY2026	FY2027
Debt Service	Actual	Actual	Estimated Actual	Forecasted	Forecasted
Lease Debt Service Fund	\$809,974	\$809,975	\$809,977	\$809,980	\$809,970
Total Debt Service:	\$809,974	\$809,975	\$809,977	\$809,980	\$809,970

Debt Limits

The City Council has approved a debt policy contained in the appendix of the City's adopted budget, which includes parameters for entering into debt obligations. State law sets the bonded debt limit for General Obligation bonds at 15% of the total assessed valuation of all the real and personal property within the City. As of June 30, 2022, the City's total debt limit capacity was \$6.6 million, of which the City has no General Obligation bonds.

Long-term Obligations

Special Assessment Bonds with Governmental Commitment - South Sonoma Business Park

The special assessment bonds were issued in an original amount of \$5,875,000 for the purpose of facilitating a wetlands mitigation project. The bonds are secured solely by assessments levied against property owners within the assessment district and from monies on deposit in a reserve fund. The City has no obligation to advance funds for payment of bond debt service. Due to the decrease in bond interest rates the City assisted in the bond refunding which was completed in July 2019 reducing the interest rate from 6.5% to 2.95%, reducing the total debt service paid by property owners within the District by approximately \$1,340,000 over the remaining life of the bonds.

SUPPLEMENTAL STATISTICAL INFORMATION



TAXABLE SALES BY CATEGORY

City of Cotati
 Taxable Sales by Category
 Last Ten Calendar Years
 (in thousands of dollars)
 Adjusted for Economic Data

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Eating and Drinking Places	\$ 11,839	\$ 12,914	\$ 12,949	\$ 16,794	\$ 18,643	\$ 20,064	\$ 19,776	\$ 17,626	\$ 21,792	\$ 24,499
Auto Dealers and Supplies	2,398	3,374	3,930	3,182	2,227	5,339	6,181	5,827	6,216	6,638
Service Stations	37,717	36,400	29,572	28,636	31,764	38,289	37,565	29,497	39,250	46,932
Other Retail Stores	88,655	94,216	98,567	105,649	117,301	122,324	126,684	144,945	150,977	147,524
All Other Outlets	26,866	26,251	25,837	24,237	25,420	24,373	27,768	18,124	77,487	76,652
Total	\$ 167,475	\$ 173,156	\$ 170,855	\$ 178,498	\$ 195,354	\$ 210,390	\$ 217,975	\$ 216,019	\$ 295,722	\$ 302,246

Sources: State Board of Equalization, California Department of Taxes and Fees Administration, State Controller's Office, The HdL Companies

Note: Due to confidentiality issues, the names of the ten largest revenue payers are not available. The categories presented are intended to provide alternative information regarding the sources of the City's revenue.

Sources: State Board of Equalization, California Department of Taxes and Fees Administration, State Controller's Office, The HdL Companies

Note: Due to confidentiality issues, the names of the ten largest revenue payers are not available. The categories presented are intended to provide alternative information regarding the sources of the City's revenue.



FISCAL YEAR 2022-2023 - TOP 25 SALES TAX PRODUCERS

Business Name	Business Category
76/Circle K	Service Stations
Acme Burger	Quick-Service Restaurants
Chevron	Service Stations
China Village	Casual Dining
Cotati Chevron	Service Stations
Cotati Gas Mart	Service Stations
Fume Highroad	Cannabis Related
Grow Generation	Garden/Agricultural Supplies
Instrument Technology	Electrical Equipment
Lowe's	Building Materials
McPhail Fuel	Fuel/Ice Dealers
Mercy Wellness Center	Cannabis Related
Mi Pueblo	Casual Dining
Mi Ranchito Restaurant	Casual Dining
North Bay Motors Sonoma Rv	Used Automotive Dealers
Olivers Market	Grocery Stores
Outdoor Pro Shop	Sporting Goods/Bike Stores
Paradise Valley Spas	Specialty Stores
Park Avenue Catering	Food Delivery/Catering
San FranStitchco	Textiles/Furnishings
Shamrock Building Materials	Building Materials
Sonoma County Harley Davidson	Boats/Motorcycles
Spa World	Specialty Stores
USA Gas	Service Stations
Walgreens	Drug Stores

* Firms Listed Alphabetically

Period: July 2021 – March 2022

Sources: State Board of Equalization, California Department of Taxes and Fees Administration, State Controller's Office, The HdL Companies



COMPARATIVE FISCAL YEAR 2013 - TOP 25 SALES TAX PRODUCERS

Business Name	Business Category
B2 Enterprises	Sporting Goods/Bike Stores
Chevron	Service Stations
Chouinard & Myhre	Business Services
Circle K 76	Service Stations
Cotati Gas & Food Mart	Service Stations
Dunn Edwards Paint	Paint/Glass/Wallpaper
Gilmore Chevron	Service Stations
Instrument Technology	Electrical Equipment
Le Cache Wine Cabinets	Specialty Stores
Lowe's	Building Materials
McLea's Tire Service	Automotive Supply Stores
McPhail Fuel	Fuel/Ice Dealers
Mercy Wellness Center	Cannabis Related
Mi Pueblo	Casual Dining
Mi Ranchito Restaurant	Casual Dining
Michaels Harley Davidson	Boats/Motorcycles
Olivers Market	Grocery Stores
Outdoor Pro Shop	Sporting Goods/Bike Stores
Park Avenue Catering	Leisure/Entertainment
San FranStitchco	Textiles/Furnishings
Shamrock Materials	Contractors
Sillada Valero	Service Stations
Spa World	Specialty Stores
USA Gas	Service Stations
Walgreens	Drug Stores

Firms Listed Alphabetically

Period: July 2011 - June 2012

Sources: State Board of Equalization, California Department of Taxes and Fees Administration, State Controller's Office, The HdL Companies

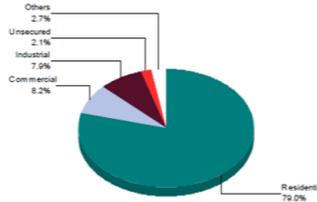


PROPERTY TAX USE CATEGORY SUMMARY - FISCAL YEAR 2021-2022

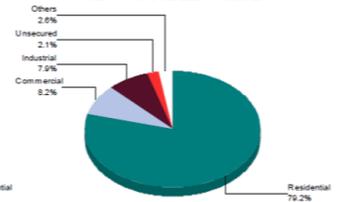
BASIC PROPERTY VALUE TABLE

Category	Parcels	Assessed Value	Net Taxable Value
Residential	2,471	\$1,096,374,244 (79.0%)	\$1,085,421,319 (79.2%)
Commercial	81	\$113,481,648 (8.2%)	\$112,448,021 (8.2%)
Industrial	85	\$110,158,686 (7.9%)	\$108,065,122 (7.9%)
Govt. Owned	81	\$0 (0.0%)	\$0 (0.0%)
Institutional	14	\$5,098,115 (0.4%)	\$2,517,324 (0.2%)
Miscellaneous	10	\$784,095 (0.1%)	\$783,595 (0.1%)
Recreational	1	\$3,399,894 (0.2%)	\$3,399,894 (0.2%)
Vacant	93	\$25,258,567 (1.8%)	\$25,107,486 (1.8%)
Cross Reference	[77]	\$3,261,145 (0.2%)	\$3,223,829 (0.2%)
Unsecured	[418]	\$29,167,763 (2.1%)	\$29,048,406 (2.1%)
TOTALS	2,836	\$1,386,984,157	\$1,370,014,996

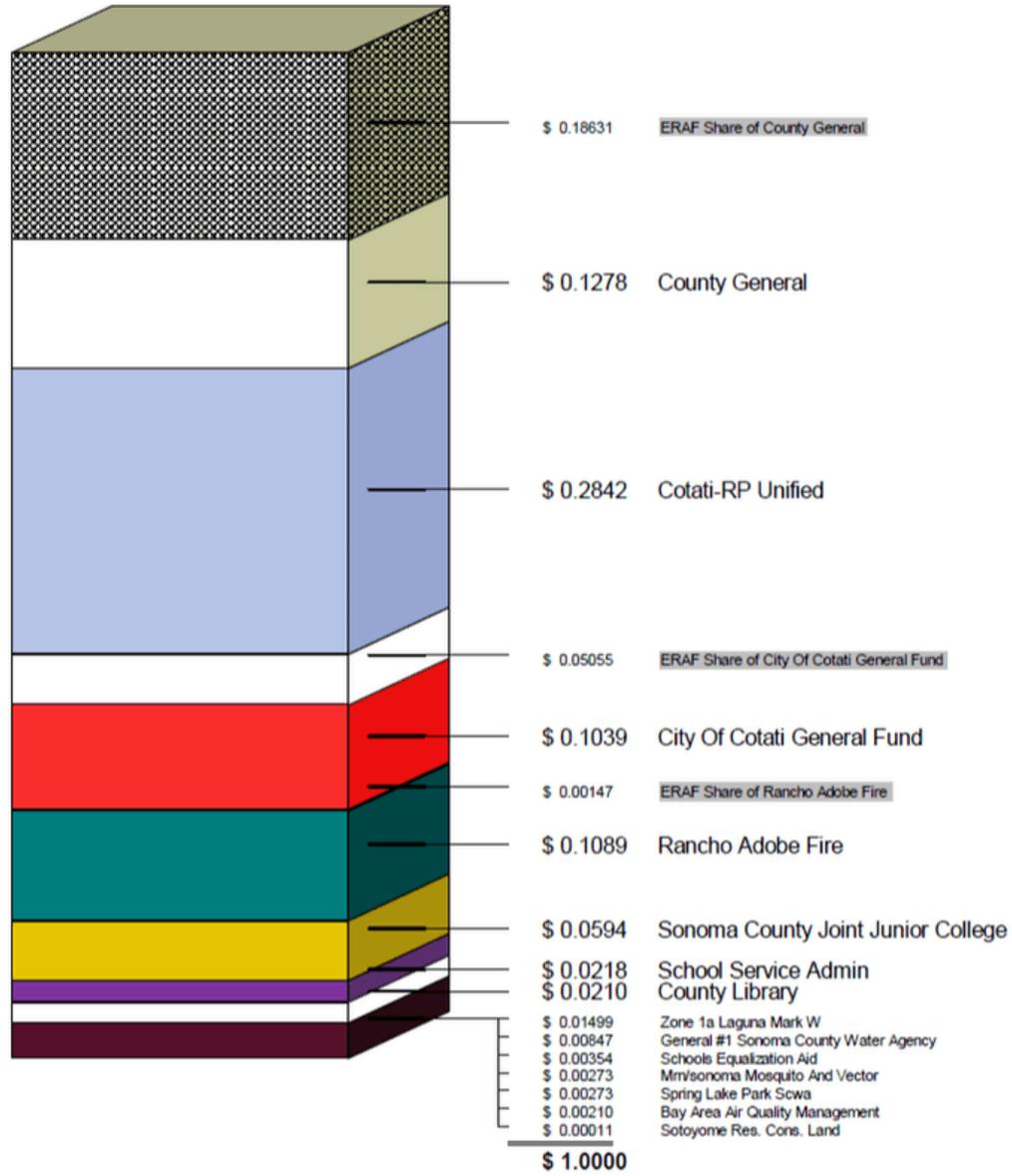
ASSESSED VALUE



NET TAXABLE VALUE



PROPERTY TAX DOLLAR BREAKDOWN



2022-2023 ROLL SUMMARY - Taxable Property Values

	Secured	Nonunitary Utilities	Unsecured
Parcels	2,836	0	418
TRAs	13	0	12
Values			
Land	530,668,796	0	239,239
Improvements	822,572,365	0	14
Personal Property	4,003,011	0	20,029,980
Fixtures	572,222	0	8,898,530
Aircraft	0	0	0
Total Value	\$1,357,816,394	\$0	\$29,167,763
Exemptions			
Real Estate	16,673,858	0	857
Personal Property	159,416	0	114,337
Fixtures	16,530	0	4,163
Aircraft	0	0	0
Homeowners*	8,240,400	0	0
Total Exemptions*	\$16,849,804	\$0	\$119,357
Total Net Value	\$1,340,966,590	\$0	\$29,048,406

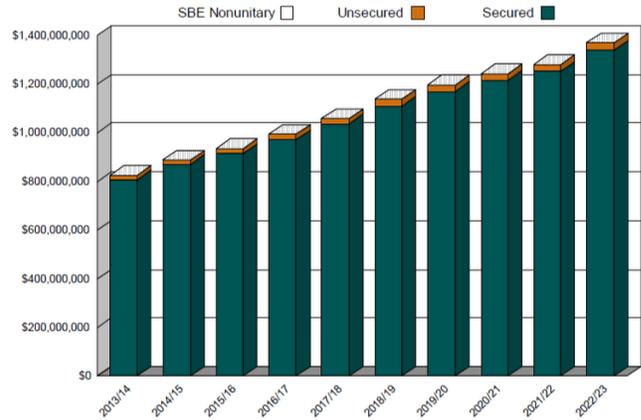
Combined Values	Total
Total Values	\$1,386,984,157
Total Exemptions	\$16,969,161
Net Total Values	\$1,370,014,996
Net Aircraft Values	\$0



NET TAXABLE ASSESSED VALUE HISTORY

2013/14 - 2022/23 Taxable Property Values

Lien Year	Secured	Unsecured	SBE Nonunitary	Net Total AV	% Change
2013/14	\$807,650,224	\$17,650,144	\$0	825,300,368	
2014/15	\$871,460,968	\$17,928,404	\$0	889,389,372	7.77%
2015/16	\$915,555,387	\$19,759,670	\$0	935,315,057	5.16%
2016/17	\$973,074,011	\$21,771,776	\$0	994,845,787	6.36%
2017/18	\$1,038,099,134	\$21,532,517	\$0	1,059,631,651	6.51%
2018/19	\$1,111,279,998	\$26,992,115	\$0	1,138,272,113	7.42%
2019/20	\$1,171,732,726	\$26,672,022	\$0	1,198,404,748	5.28%
2020/21	\$1,216,318,370	\$27,633,799	\$0	1,243,952,169	3.80%
2021/22	\$1,252,043,387	\$28,739,628	\$0	1,280,783,015	2.96%
2022/23	\$1,340,966,590	\$29,048,406	\$0	1,370,014,996	6.97%
				Average % Change	6.58%



ASSESSED VALUE OF TAXABLE PROPERTY

2013/14 - 2022/23 Taxable Property Values

Category	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
Residential	615,360,303	678,311,562	715,961,764	767,060,996	826,433,803	889,070,832	935,486,786	969,710,258	1,002,761,633	1,085,421,319
Commercial	88,689,049	87,654,176	90,746,880	94,066,325	95,586,147	103,268,500	106,286,851	104,599,685	107,438,126	112,448,021
Industrial	76,498,597	78,236,635	81,062,360	83,370,408	85,606,861	89,805,232	99,333,894	105,403,915	105,974,580	108,065,122
Govt. Owned	0	0	0	0	0	0	0	0	0	0
Institutional	1,660,963	1,665,414	1,713,465	1,734,254	1,839,508	2,104,979	2,320,009	2,366,763	3,010,211	2,517,324
Miscellaneous	490,255	539,897	550,450	558,841	570,015	730,838	745,453	760,358	768,232	783,595
Recreational	2,929,933	2,943,234	3,002,039	3,047,819	3,108,774	3,170,949	3,234,367	3,299,054	3,333,231	3,399,894
Vacant	19,793,035	19,926,704	20,298,185	20,714,229	22,084,929	20,156,355	21,367,104	27,077,285	25,614,090	25,107,486
Gross Reference	2,228,089	2,183,346	2,220,244	2,521,139	2,869,097	2,972,313	2,958,262	3,101,052	3,143,284	3,223,829
Unsecured	17,650,144	17,928,404	19,759,670	21,771,776	21,532,517	26,992,115	26,672,022	27,633,799	28,739,628	29,048,406
TOTALS	825,300,368	889,389,372	935,315,057	994,845,787	1,059,631,651	1,138,272,113	1,198,404,748	1,243,952,169	1,280,783,015	1,370,014,996
Total Direct Rate	0.10153	0.10157	0.10129	0.10117	0.10104	0.10092	0.10073	0.09440	0.09445	0.09714

Notes:

Exempt values are not included in Total. In 1978 the voters of the State of California passed Proposition 13 which limited taxes to a total maximum rate of 1%, based upon the assessed value of the property being taxed. Each year, the assessed value of property may be increased by an "inflation factor" (limited to a maximum of 2%). With few exceptions, property is only reassessed as a result of new construction activity or at the time it is sold to a new owner. At that point, the property is reassessed based upon the added value of the construction or at the purchase price (market value) or economic value of the property sold. The assessed valuation data shown above represents the only data currently available with respect to the actual market value of taxable property and is subject to the limitations described above.



FISCAL YEAR 2022-23 - TOP TEN PROPERTY TAXPAYERS

Top Property Owners Based On Net Values

Owner	Secured			Unsecured			Combined		Primary Use & Primary Agency
	Parcels	Value	% of Net AV	Parcels	Value	% of Net AV	Value	% of Net AV	
1) LOWES HIW INC	1	\$22,000,000	1.64%	1	\$1,735,932	5.98%	\$23,735,932	1.73%	Commercial Successor Agency
2) SUNHILL ENTERPRISES LP	2	\$8,765,104	0.65%				\$8,765,104	0.64%	Commercial Successor Agency
3) ARTHUR L AND DIANE R VOLLERT	2	\$7,817,653	0.58%				\$7,817,653	0.57%	Industrial Successor Agency
4) GTY - PACIFIC LEASING LLC	2	\$7,312,222	0.54%				\$7,312,222	0.53%	Commercial Successor Agency
5) EMC PROPERTY COMPANY LLC	1	\$5,802,926	0.43%				\$5,802,926	0.42%	Industrial Successor Agency
6) VINEYARD MEADOWS APARTMENTS LP	3	\$5,459,829	0.41%				\$5,459,829	0.40%	Residential City of Cotati General Fund
7) COTATI COMMONS MARKETPLACE LLC	4	\$5,337,750	0.40%				\$5,337,750	0.39%	Vacant Successor Agency
8) REDWOOD SELF STORAGE LLC	1	\$5,326,731	0.40%				\$5,326,731	0.39%	Industrial Successor Agency
9) JEFFRY H WEISMAN TRUST ET AL	14	\$4,796,662	0.36%				\$4,796,662	0.35%	Residential Successor Agency
10) STEVE R ORTH TRUST	1	\$4,554,167	0.34%	1	\$9,200	0.03%	\$4,563,367	0.33%	Commercial Successor Agency
Top Ten Total	31	\$77,173,044	5.75%	2	\$1,745,132	6.01%	\$78,918,176	5.75%	
City Total		\$1,342,332,387			\$29,048,406		\$1,371,380,793*		<i>*Value includes Outer TRAs</i>

COMPARATIVE FISCAL YEAR 2013-2014 - TOP TEN PROPERTY TAXPAYERS

Top Property Owners Based On Net Values

Owner	Secured			Unsecured			Combined		Primary Use & Primary Agency
	Parcels	Value	% of Net AV	Parcels	Value	% of Net AV	Value	% of Net AV	
1) LOWES HIW INC	1	\$18,508,710	2.29%				\$18,508,710	2.24%	Commercial Successor Agency
2) RANCHO COTATI LLC	2	\$7,093,796	0.88%				\$7,093,796	0.86%	Commercial Successor Agency
3) COLVIN GROUP FUND LP	19	\$5,850,166	0.72%				\$5,850,166	0.71%	Industrial Successor Agency
4) NEWMAN DEV GROUP OF COTATI LLC	4	\$5,549,992	0.69%				\$5,549,992	0.67%	Vacant Successor Agency
5) VINEYARD MEADOWS APARTMENTS LP	3	\$4,710,187	0.58%				\$4,710,187	0.57%	Residential City of Cotati General Fund
6) PENSICO TRUST COMPANY CUST	1	\$4,600,000	0.57%				\$4,600,000	0.56%	Industrial Successor Agency
7) SCOTT P WILSON TRUST ET AL	1	\$4,300,000	0.53%				\$4,300,000	0.52%	Commercial Successor Agency
8) MICHAEL A KENNEY TRUST	1	\$4,298,745	0.53%				\$4,298,745	0.52%	Industrial Successor Agency
9) FRANKLIN ARDEN LLC ET AL	2	\$3,275,000	0.41%				\$3,275,000	0.40%	Commercial Successor Agency
10) OLIVERS BUSINESS PROPERTIES LLC	2	\$3,188,104	0.39%				\$3,188,104	0.39%	Vacant Successor Agency
Top Ten Total	36	\$61,374,700	7.59%	0	\$0	0.00%	\$61,374,700	7.43%	
City Total		\$808,416,334			\$17,650,144		\$826,066,478*		<i>*Value includes Outer TRAs</i>



DIRECT & OVERLAPPING PROPERTY TAX RATES

(RATE PER \$100 OF TAXABLE VALUE)

Last 10 Fiscal Years										
Agency	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
Basic Levy ¹	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000
Cotati-Rohnert Park Unified	0.10000	0.16400	0.15100	0.13900	0.16700	0.16500	0.16400	0.15600	0.12600	0.11450
Sonoma County Junior College	0.02100	0.01800	0.01600	0.04000	0.03700	0.03600	0.03700	0.03700	0.03700	0.03500
West Sonoma Russian River Project	0.00700	0.00700	0.00700	0.00700	0.00700	0.00700	0.00700	0.00700	0.00700	0.00700
Total Direct & Overlapping² Tax Rates	1.12800	1.18900	1.17400	1.18600	1.21100	1.20800	1.20800	1.20000	1.17000	1.15650
City's Share of 1% Levy Per Prop 13³	0.10694	0.10694	0.10661	0.10651	0.10637	0.10624	0.10616	0.10390	0.10390	0.10390
Voter Approved City Debt Rate										
Redevelopment Rate⁴										
Total Direct Rate⁵	0.10153	0.10157	0.10129	0.10117	0.10104	0.10092	0.10073	0.09440	0.09445	0.09714

Notes:

¹In 1978, California voters passed Proposition 13 which set the property tax rate at a 1.00% fixed amount. This 1.00% is shared by all taxing agencies for which the subject property resides within. In addition to the 1.00% fixed amount, property owners are charged taxes as a percentage of assessed property values for the payment of any voter approved bonds.

²Overlapping rates are those of local and county governments that apply to property owners within the City. Not all overlapping rates apply to all property owners.

³City's Share of 1% Levy is based on the City's share of the general fund tax rate area with the largest net taxable value within the City. The ERAF portion of the City's Levy has been subtracted where known.

⁴Redevelopment Rate is based on the largest RDA tax rate area and only includes rate(s) from indebtedness adopted prior to 1989 per California State statute. RDA direct and overlapping rates are applied only to the incremental property values. The approval of ABX1 26 eliminated Redevelopment from the State of California for the fiscal year 2012/13 and years thereafter.

⁵Total Direct Rate is the weighted average of all individual direct rates applied by the City/Agency preparing the statistical section information and excludes revenues derived from aircraft. Beginning in 2013/14 the Total Direct Rate no longer includes revenue generated from the former redevelopment tax rate areas. Challenges to recognized enforceable obligations are assumed to have been resolved during 2012/13. For the purposes of this report, residual revenue is assumed to be distributed to the City/Agency in the same proportions as general fund revenue.



HISTORICAL CITY STATISTICS

Calendar Year	Population	Personal Income (In Thousands)	Per Capita Personal Income	Unemployment Rate	Median Age	% of Pop 25+ with High School Degree	% of Pop 25+ with Bachelor's Degree
2013	7,288	\$265,458	\$36,424	5.5%	35.1	87.8%	30.3%
2014	7,302	\$249,130	\$34,118	7.3%	36.0	87.6%	33.3%
2015	7,153	\$241,231	\$33,724	5.9%	36.1	89.3%	37.0%
2016	7,272	\$237,228	\$32,622	5.3%	34.2	89.3%	36.1%
2017	7,716	\$253,562	\$32,861	3.8%	36.4	89.2%	36.1%
2018	7,919	\$266,954	\$33,710	2.5%	35.8	91.0%	38.2%
2019	7,533	\$270,187	\$35,867	2.8%	37.2	91.5%	33.2%
2020	7,429	\$279,386	\$37,607	8.0%	36.0	90.2%	31.7%
2021	7,397	\$293,587	\$39,689	3.6%	38.7	91.5%	33.6%
2022	7,360	\$318,159	\$43,228	2.9%	37.2	94.0%	34.5%

Notes and Data Sources:

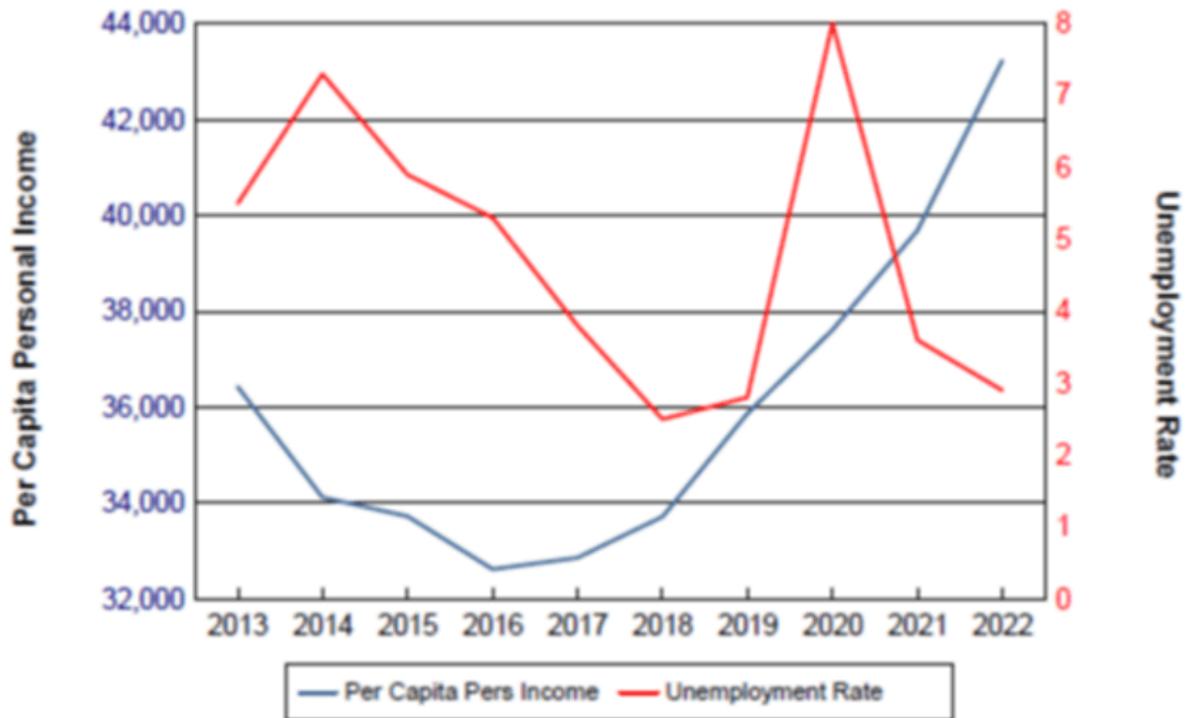
Population: California State Department of Finance. Unemployment Data: California Employment Development Department

2000-2009 Income, Age, and Education Data: ESRI - Demographic Estimates are based on the last available Census. Projections are developed by incorporating all the prior census data released to date.

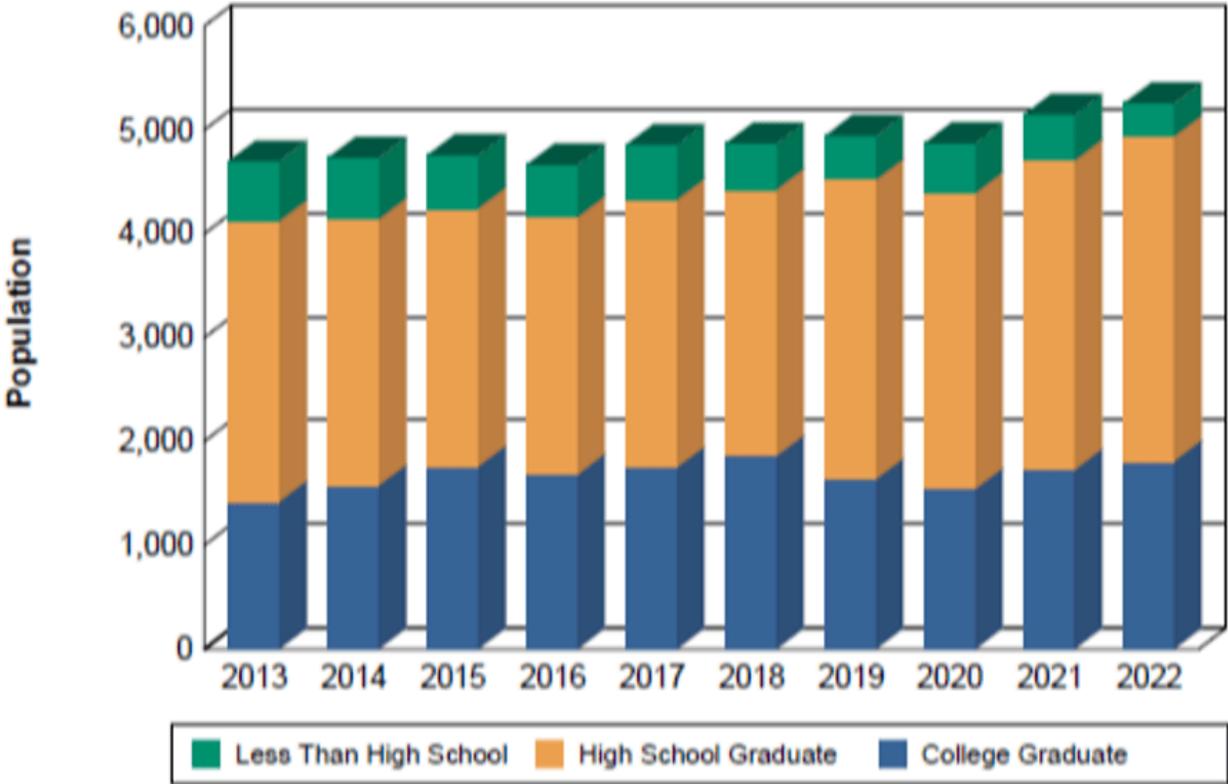
Demographic Data is totaled from Census Block Groups that overlap the City's boundaries

2010 and later - Income, Age and Education Data - US Census Bureau, most recent American Community Survey

PERSONAL INCOME AND UNEMPLOYMENT



EDUCATION LEVEL



APPENDIX



PUBLIC WORKS - GOVT. BUILDINGS REQUESTS



This requests information is generated from , Proposed Version.

City Hall Public Meeting Streaming System Improvements

Overview

Request Owner	Damien O'Bid, City Manager
Est. Start Date	04/08/2024
Est. Completion Date	02/03/2025
Department	Public Works - Govt. Buildings
Type	Other

Description

Upgrade the public meeting audio and visual systems to improve redundancy, reliability and make it easier to operate. The project is intended to remove single points of failure and minimize system issues during public meetings and improve remote access to city meetings.

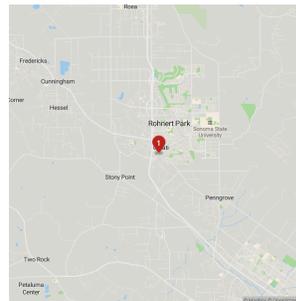
Images



Details

Project Type	Building Projects
Primary Project Source Document	Renewal and Replacement Needs
General Plan Consistency	CSF 1 - This project is consistent with General Plan's Community Services and Facilities Element's Goal CSF 1: Provide High Quality Public Services and Facilities to All Residents, Businesses, and Visitors in Cotati.

Location



Capital Cost

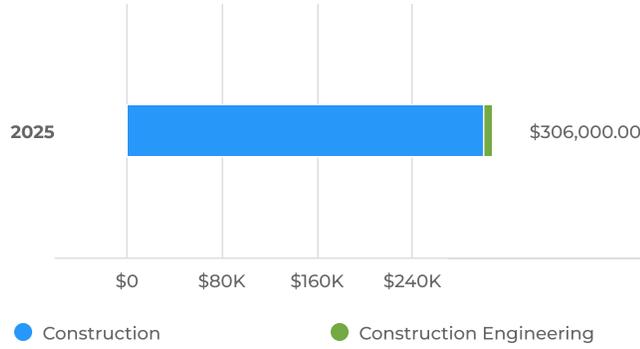
Total Historical
\$13,500

FY2025 Budget
\$306,000

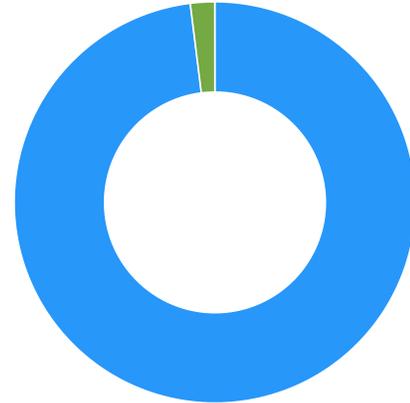
Total Budget (all years)
\$306K

Project Total
\$319.5K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



● Construction (98%) \$300,000.00
● Construction Engineering (2%) \$6,000.00
TOTAL \$306,000.00

Capital Cost Breakdown

Capital Cost	Historical	FY2025	Total
Design/Environmental	\$13,500	\$0	\$13,500
Construction	\$0	\$300,000	\$300,000
Construction Engineering	\$0	\$6,000	\$6,000
Total	\$13,500	\$306,000	\$319,500



Funding Sources

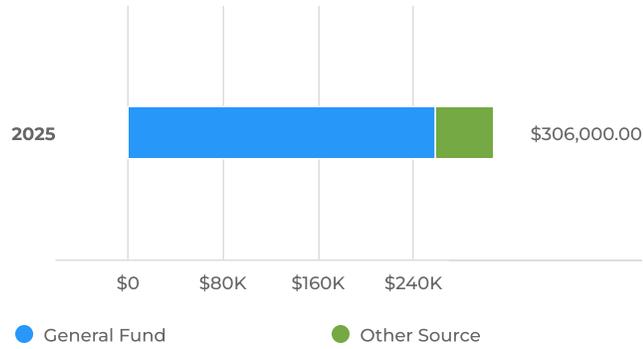
Total Historical
\$13,500

FY2025 Budget
\$306,000

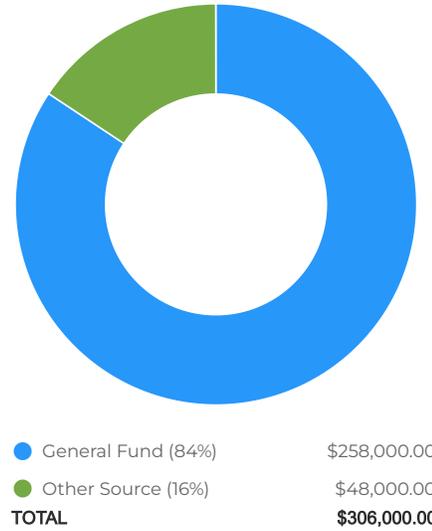
Total Budget (all years)
\$306K

Project Total
\$319.5K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	Historical	FY2025	Total
General Fund	\$13,500	\$258,000	\$271,500
Other Source	\$0	\$48,000	\$48,000
Total	\$13,500	\$306,000	\$319,500

This requests information is generated from , Proposed Version.

Civic Center Parking Lot Improvements

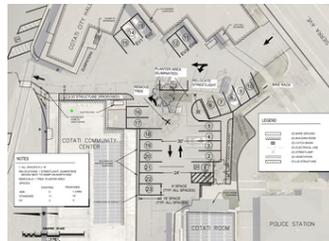
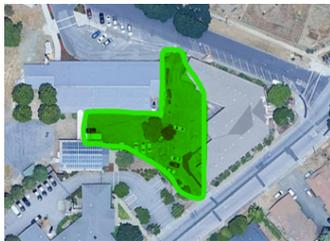
Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	03/01/2028
Est. Completion Date	06/30/2028
Department	Public Works - Govt. Buildings
Type	Other

Description

Project is to reconfigure the Civic Center Complex parking lot to improve circulation, add parking spots, and add Level 2 EV chargers.

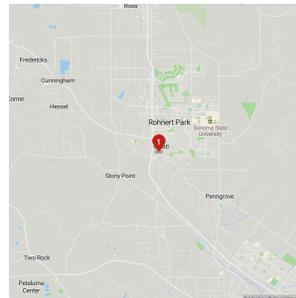
Images



Details

Project Type	Building Projects
Primary Project Source Document	Renewal and Replacement Needs
General Plan Consistency	CSF 1 - This project is consistent with General Plan's Community Services and Facilities Element's Goal CSF 1: Provide High Quality Public Services and Facilities to All Residents, Businesses, and Visitors in Cotati.

Location

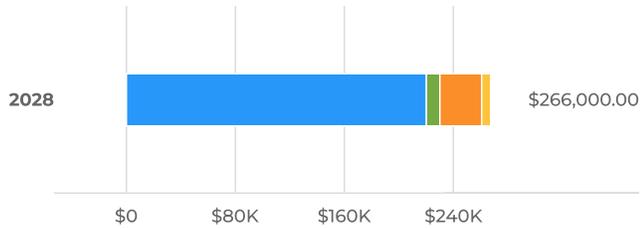


Capital Cost

Total Budget (all years)
\$266K

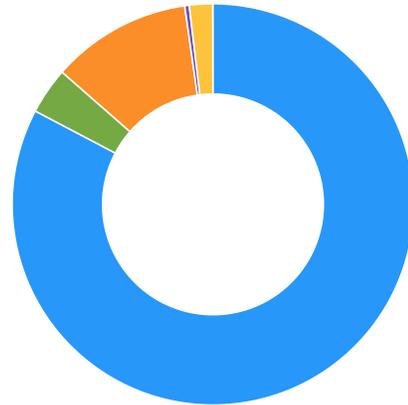
Project Total
\$266K

Capital Cost by Year (Proposed)



- Construction
- Design/Environmental
- Project Management
- Construction Engineering
- Procurement

Capital Cost for Budgeted Years (Proposed)



- Construction (83%) \$220,000.00
- Construction Engineering (4%) \$10,000.00
- Design/Environmental (11%) \$30,000.00
- Procurement (0%) \$1,000.00
- Project Management (2%) \$5,000.00
- TOTAL \$266,000.00**

Capital Cost Breakdown

Capital Cost	FY2028	Total
Design/Environmental	\$30,000	\$30,000
Construction	\$220,000	\$220,000
Construction Engineering	\$10,000	\$10,000
Project Management	\$5,000	\$5,000
Procurement	\$1,000	\$1,000
Total	\$266,000	\$266,000

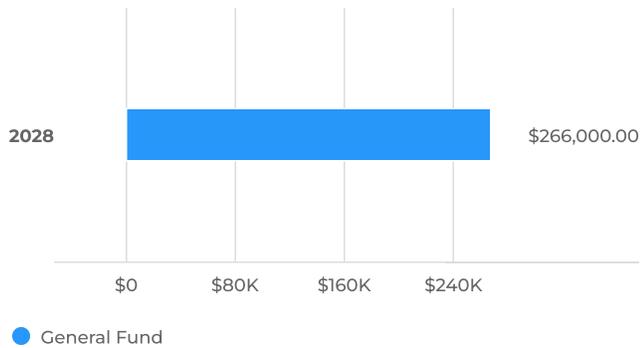


Funding Sources

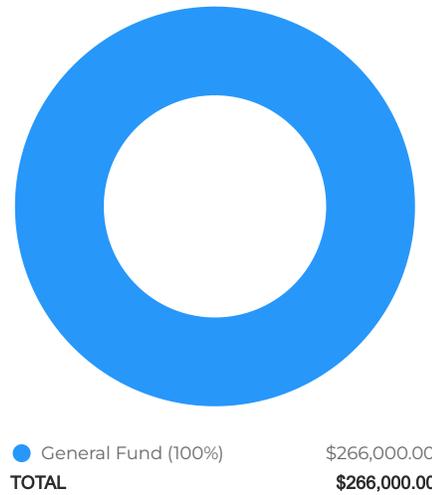
Total Budget (all years)
\$266K

Project Total
\$266K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown		
Funding Sources	FY2028	Total
General Fund	\$266,000	\$266,000
Total	\$266,000	\$266,000

Operational Costs

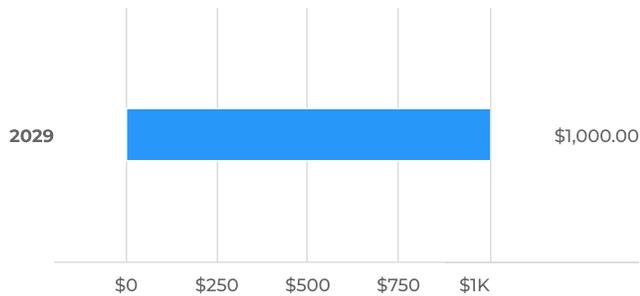
Total Budget (all years)

\$1K

Project Total

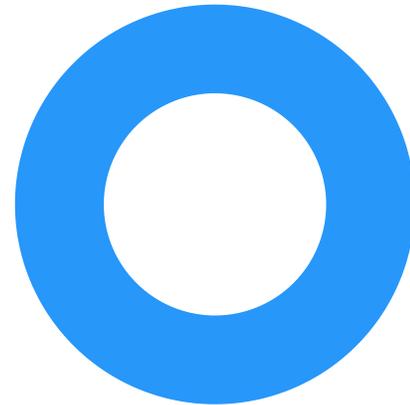
\$1K

Operational Costs by Year (Proposed)



● Maintenance

Operational Costs for Budgeted Years (Proposed)



● Maintenance (100%)

\$1,000.00

TOTAL

\$1,000.00

Operational Costs Breakdown

Operational Costs	FY2029	Total
Maintenance	\$1,000	\$1,000
Total	\$1,000	\$1,000

PUBLIC WORKS - PARKS REQUESTS



This requests information is generated from , Proposed Version.

Cator Basketball Court Resurfacing

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	01/01/2026
Est. Completion Date	05/11/2026
Department	Public Works - Parks
Type	Other

Description

Project is to maintain Cator basketball courts by resurfacing them.

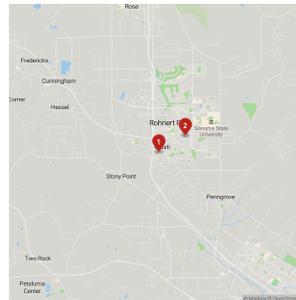
Images



Details

Project Type	Parks Projects
Primary Project Source Document	Renewal and Replacement Needs
General Plan Consistency	OS 2.A - The Project is consistent with General Plan Objective OS 2A- Maintain and Expand the Park and Recreation Network.

Location



Capital Cost

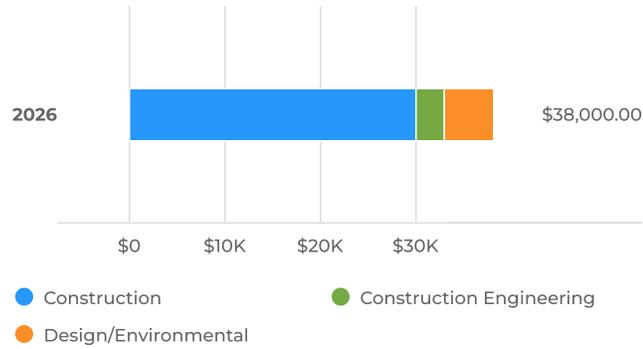
Total Budget (all years)

\$38K

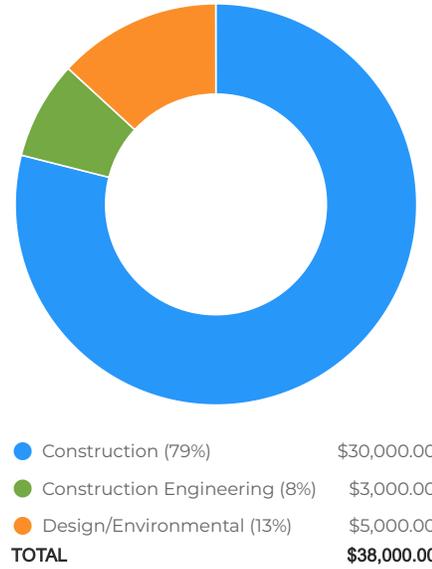
Project Total

\$38K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



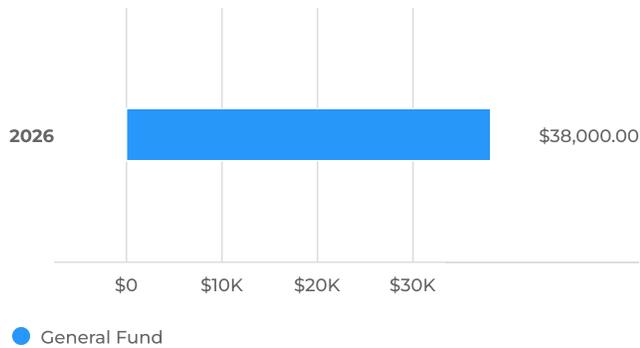
Capital Cost Breakdown		
Capital Cost	FY2026	Total
Design/Environmental	\$5,000	\$5,000
Construction	\$30,000	\$30,000
Construction Engineering	\$3,000	\$3,000
Total	\$38,000	\$38,000

Funding Sources

Total Budget (all years)
\$38K

Project Total
\$38K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

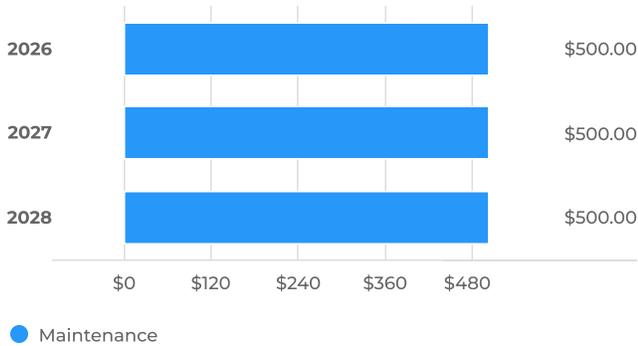
Funding Sources	FY2026	Total
General Fund	\$38,000	\$38,000
Total	\$38,000	\$38,000

Operational Costs

Total Budget (all years)
\$1.5K

Project Total
\$1.5K

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown				
Operational Costs	FY2026	FY2027	FY2028	Total
Maintenance	\$500	\$500	\$500	\$1,500
Total	\$500	\$500	\$500	\$1,500

This requests information is generated from , Proposed Version.

Civic Center Park Imp'ts - Phase 1

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	07/01/2023
Est. Completion Date	06/30/2025
Department	Public Works - Parks
Type	Other

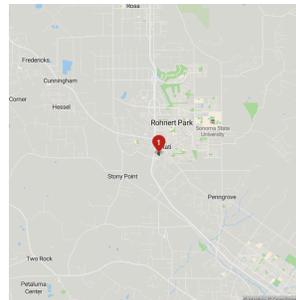
Description

To initiate design and implement improvements at Cator Park, including installation of a new dog park and connecting ADA pathway.

Details

Project Type	Parks Projects
Primary Project Source Document	Park Capital Plan
General Plan Consistency	OS 2.A - The Project is consistent with General Plan Objective OS 2A- Maintain and Expand the Park and Recreation Network.

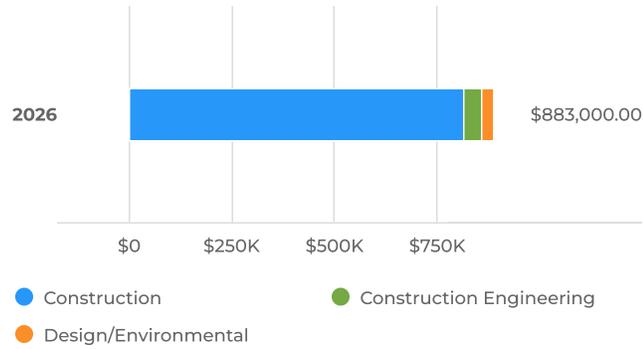
Location



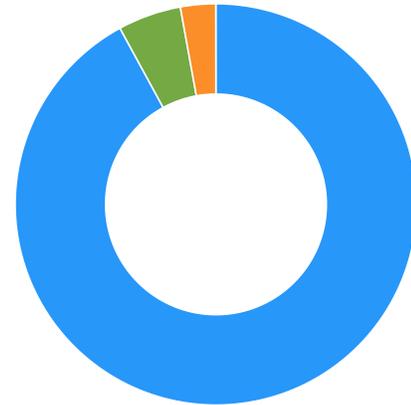
Capital Cost

Total Historical **\$59,470** Total Budget (all years) **\$883K** Project Total **\$942.47K**

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



● Construction (92%) \$813,000.00
● Construction Engineering (5%) \$45,000.00
● Design/Environmental (3%) \$25,000.00
TOTAL **\$883,000.00**

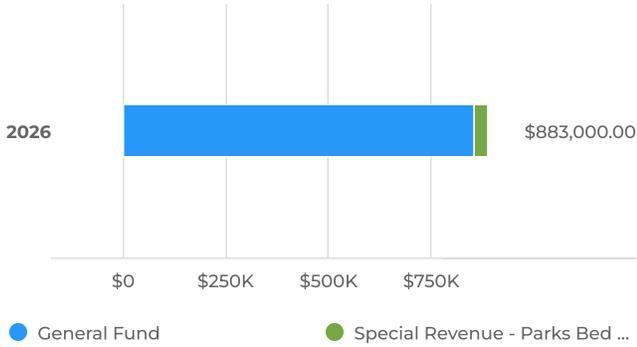
Capital Cost Breakdown

Capital Cost	Historical	FY2026	Total
Design/Environmental	\$59,470	\$25,000	\$84,470
Construction	\$0	\$813,000	\$813,000
Construction Engineering	\$0	\$45,000	\$45,000
Total	\$59,470	\$883,000	\$942,470

Funding Sources

Total Historical **\$59,470** Total Budget (all years) **\$883K** Project Total **\$942.47K**

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	Historical	FY2026	Total
General Fund	\$59,470	\$853,000	\$912,470
Special Revenue - Parks Bed Tax	\$0	\$30,000	\$30,000
Total	\$59,470	\$883,000	\$942,470

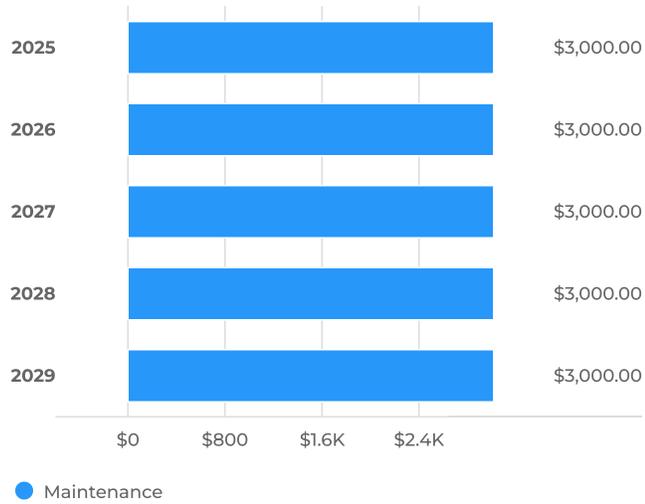
Operational Costs

FY2025 Budget
\$3,000

Total Budget (all years)
\$15K

Project Total
\$15K

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown

Operational Costs	FY2025	FY2026	FY2027	FY2028	FY2029	Total
Maintenance	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$15,000
Total	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$15,000

Operating Revenue

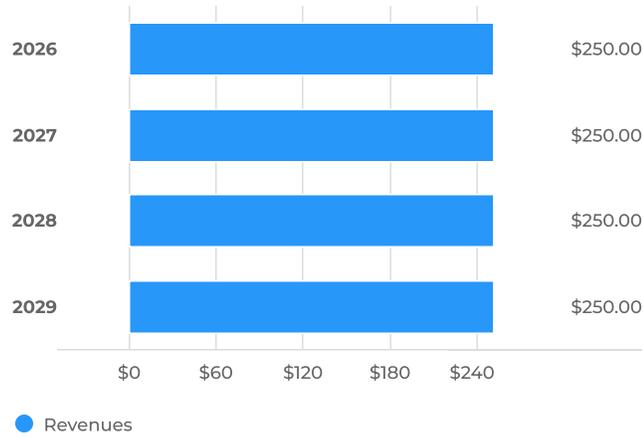
Total Budget (all years)

\$1K

Project Total

\$1K

Operating Revenue by Year (Proposed)



Operating Revenue for Budgeted Years (Proposed)



Operating Revenue Breakdown

Operating Revenue	FY2026	FY2027	FY2028	FY2029	Total
Revenues	\$250	\$250	\$250	\$250	\$1,000
Total	\$250	\$250	\$250	\$250	\$1,000

This requests information is generated from , Proposed Version.

Civic Center Park Imp'ts - Phase 2

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	07/01/2023
Est. Completion Date	06/30/2026
Department	Public Works - Parks
Type	Other

Description

Project includes Volleyball court and surrounding picnic areas and hardscape, and the lawn area.

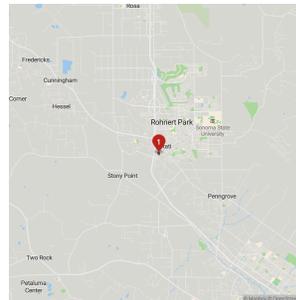
Images



Details

Project Type	Parks Projects
Primary Project Source Document	Park Capital Plan
General Plan Consistency	OS 2.A - The Project is consistent with General Plan Objective OS 2A- Maintain and Expand the Park and Recreation Network.

Location



Supplemental Attachments

 [50% Cost Estimate\(/resource/cg-prod-v2/projects/documents/ae01543d5ab3855cea7b.pdf\)](/resource/cg-prod-v2/projects/documents/ae01543d5ab3855cea7b.pdf)

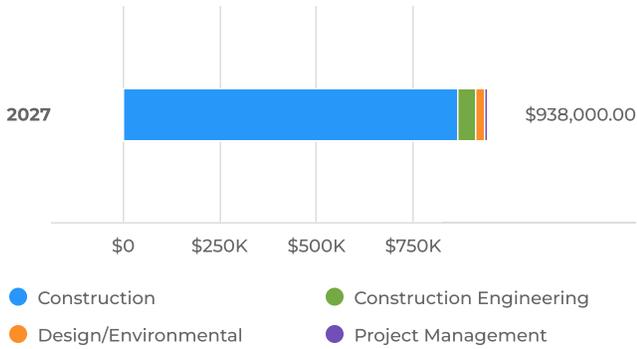
 [Phasing map\(/resource/cg-prod-v2/projects/documents/d314d8c8f2e0f481e43d.pdf\)](/resource/cg-prod-v2/projects/documents/d314d8c8f2e0f481e43d.pdf)

Capital Cost

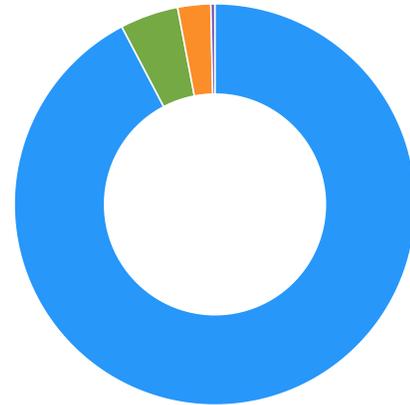
Total Budget (all years)
\$938K

Project Total
\$938K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Construction (92%)	\$866,000.00
Construction Engineering (5%)	\$44,000.00
Design/Environmental (3%)	\$25,000.00
Project Management (0%)	\$3,000.00
TOTAL	\$938,000.00

Capital Cost Breakdown

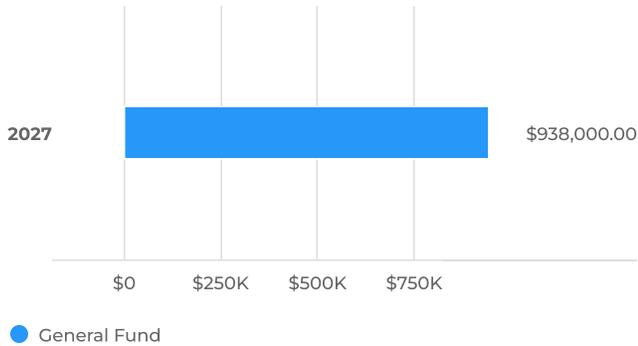
Capital Cost	FY2027	Total
Design/Environmental	\$25,000	\$25,000
Construction	\$866,000	\$866,000
Construction Engineering	\$44,000	\$44,000
Project Management	\$3,000	\$3,000
Total	\$938,000	\$938,000

Funding Sources

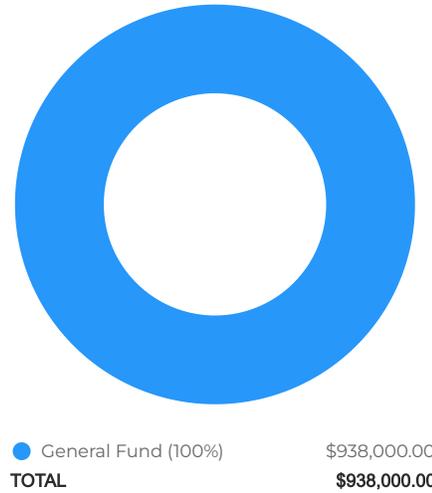
Total Budget (all years)
\$938K

Project Total
\$938K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



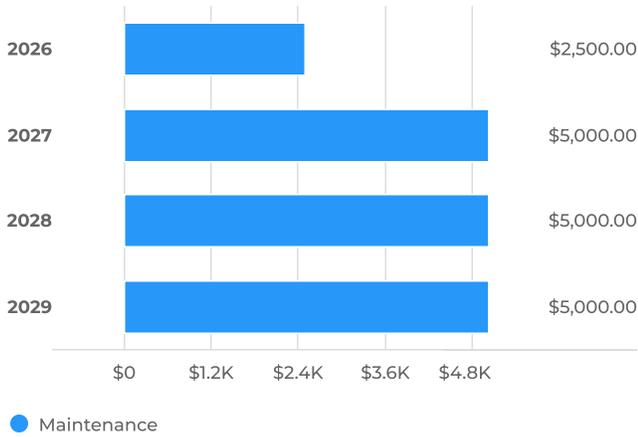
Funding Sources Breakdown		
Funding Sources	FY2027	Total
General Fund	\$938,000	\$938,000
Total	\$938,000	\$938,000

Operational Costs

Total Budget (all years)
\$17.5K

Project Total
\$17.5K

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown

Operational Costs	FY2026	FY2027	FY2028	FY2029	Total
Maintenance	\$2,500	\$5,000	\$5,000	\$5,000	\$17,500
Total	\$2,500	\$5,000	\$5,000	\$5,000	\$17,500

Operating Revenue

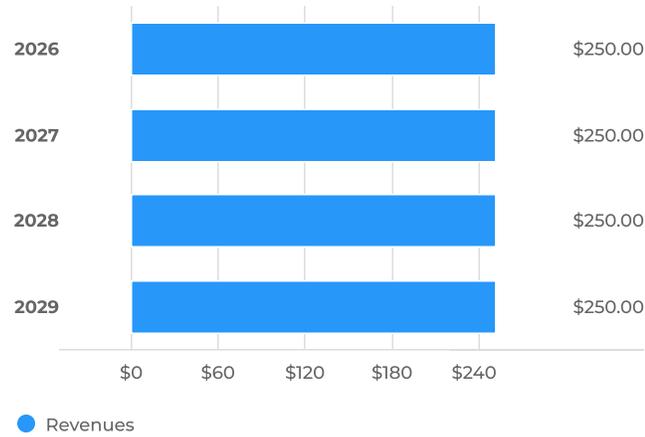
Total Budget (all years)

\$1K

Project Total

\$1K

Operating Revenue by Year (Proposed)



Operating Revenue for Budgeted Years (Proposed)



Operating Revenue Breakdown

Operating Revenue	FY2026	FY2027	FY2028	FY2029	Total
Revenues	\$250	\$250	\$250	\$250	\$1,000
Total	\$250	\$250	\$250	\$250	\$1,000

This requests information is generated from , Proposed Version.

Civic Center Park Imp'ts - Phase 3

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	07/01/2023
Est. Completion Date	06/30/2027
Department	Public Works - Parks
Type	Other

Description

Phase 3 includes the picnic area along the first base line and parking lot.

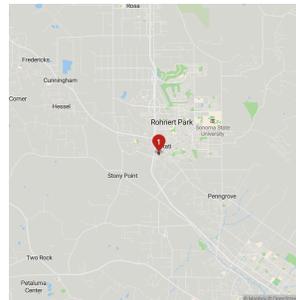
Images



Details

Project Type	Parks Projects
Primary Project Source Document	Park Capital Plan
General Plan Consistency	OS 2.A - The Project is consistent with General Plan Objective OS 2A- Maintain and Expand the Park and Recreation Network.

Location



Supplemental Attachments

 [50% Cost Estimate\(/resource/cg-prod-v2/projects/documents/768bfcbe9a394489933f.pdf\)](/resource/cg-prod-v2/projects/documents/768bfcbe9a394489933f.pdf)

 [Phasing Map\(/resource/cg-prod-v2/projects/documents/2fac87254f2bfdafe9c0.pdf\)](/resource/cg-prod-v2/projects/documents/2fac87254f2bfdafe9c0.pdf)

Capital Cost

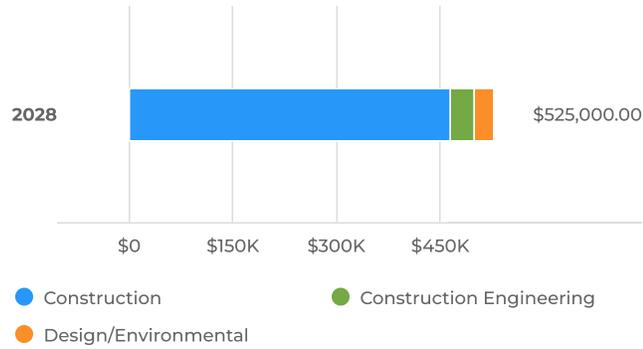
Total Budget (all years)

\$525K

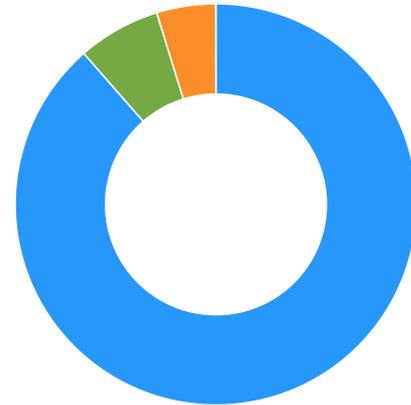
Project Total

\$525K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



- Construction (89%) \$465,000.00
- Construction Engineering (7%) \$35,000.00
- Design/Environmental (5%) \$25,000.00
- TOTAL \$525,000.00**

Capital Cost Breakdown

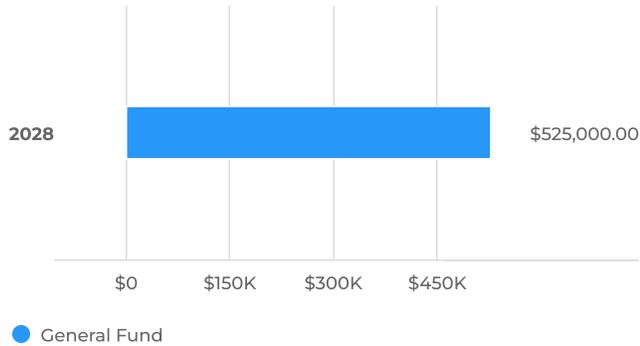
Capital Cost	FY2028	Total
Design/Environmental	\$25,000	\$25,000
Construction	\$465,000	\$465,000
Construction Engineering	\$35,000	\$35,000
Total	\$525,000	\$525,000

Funding Sources

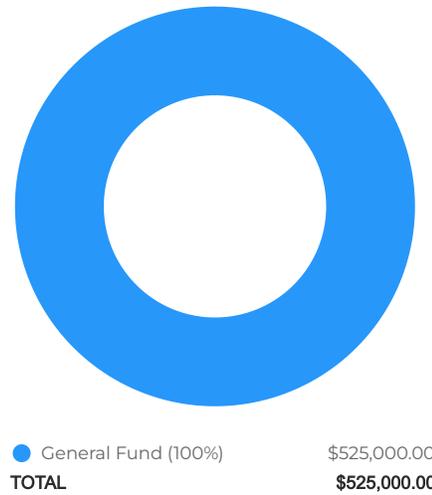
Total Budget (all years)
\$525K

Project Total
\$525K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown		
Funding Sources	FY2028	Total
General Fund	\$525,000	\$525,000
Total	\$525,000	\$525,000

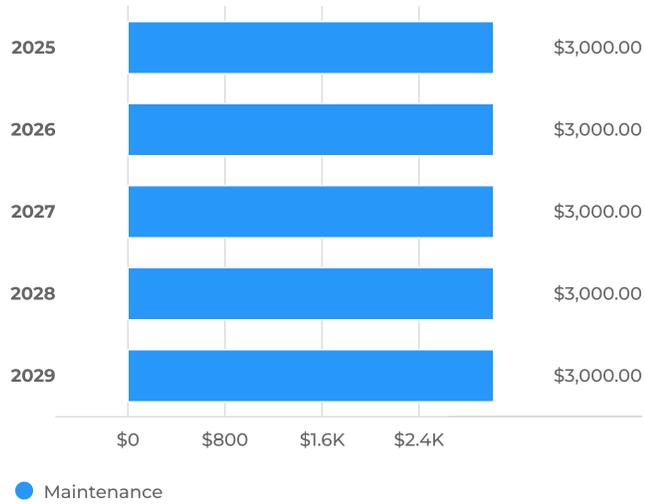
Operational Costs

FY2025 Budget
\$3,000

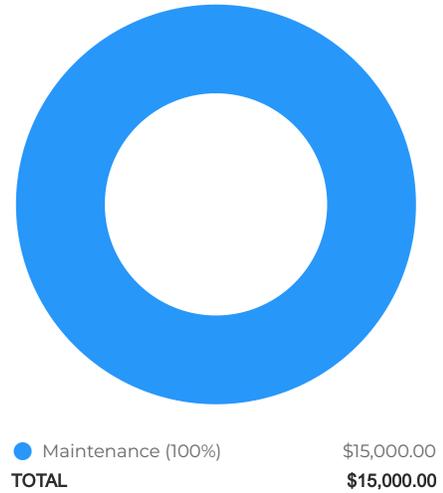
Total Budget (all years)
\$15K

Project Total
\$15K

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown

Operational Costs	FY2025	FY2026	FY2027	FY2028	FY2029	Total
Maintenance	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$15,000
Total	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$15,000

Operating Revenue

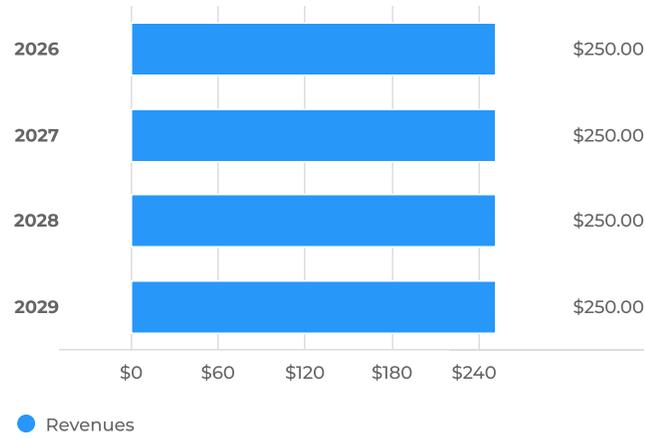
Total Budget (all years)

\$1K

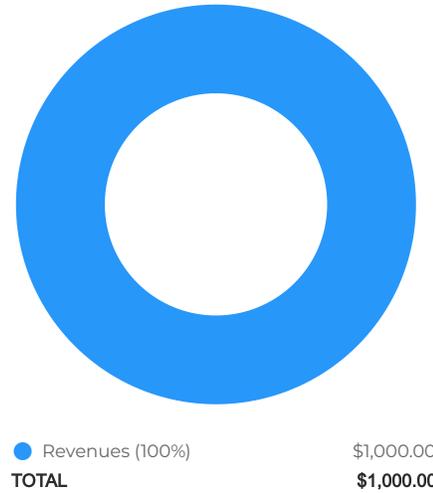
Project Total

\$1K

Operating Revenue by Year (Proposed)



Operating Revenue for Budgeted Years (Proposed)



Operating Revenue Breakdown

Operating Revenue	FY2026	FY2027	FY2028	FY2029	Total
Revenues	\$250	\$250	\$250	\$250	\$1,000
Total	\$250	\$250	\$250	\$250	\$1,000

This requests information is generated from , Proposed Version.

La Plaza Reunification

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	09/16/2027
Est. Completion Date	06/30/2030
Department	Public Works - Parks
Type	Capital Improvement

Description

The Project is to meet a core objective of the City’s Downtown Specific Plan, to transform La Plaza Park “into a substantial and highly noticeable community focal point”. Key to this transformation is to reunify the park by potentially closing portions of Old Redwood Highway and Sierra Avenue, subject to final configuration in future community workshops.

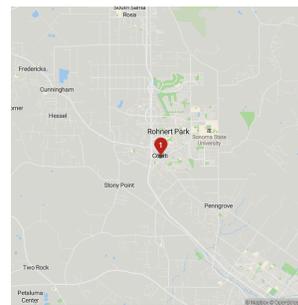
Images



Details

Project Type	Parks Projects
Primary Project Source Document	General Plan
General Plan Consistency	OS 2.A - The Project is consistent with General Plan Objective OS 2.A- Maintain and Expand the Park and Recreation Network.

Location



Capital Cost

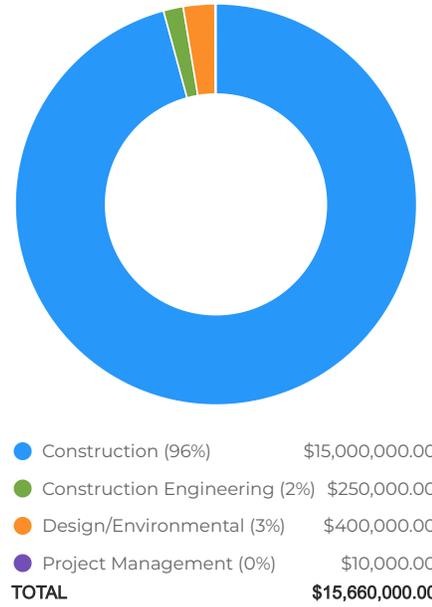
Total Budget (all years)
\$15.66M

Project Total
\$15.66M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

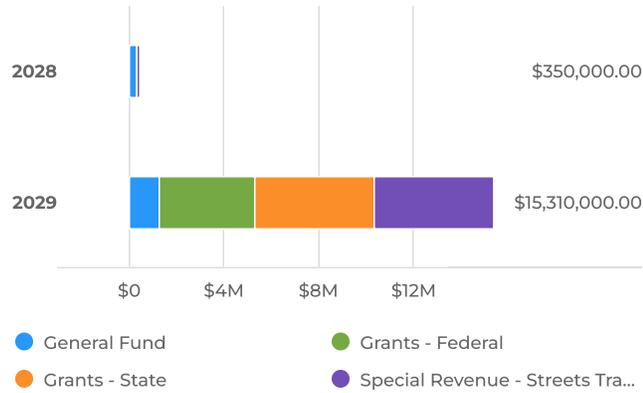
Capital Cost	FY2028	FY2029	Total
Design/Environmental	\$350,000	\$50,000	\$400,000
Construction	\$0	\$15,000,000	\$15,000,000
Construction Engineering	\$0	\$250,000	\$250,000
Project Management	\$0	\$10,000	\$10,000
Total	\$350,000	\$15,310,000	\$15,660,000

Funding Sources

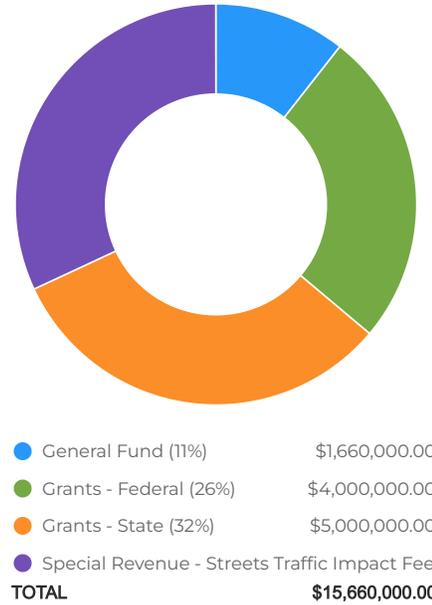
Total Budget (all years)
\$15.66M

Project Total
\$15.66M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

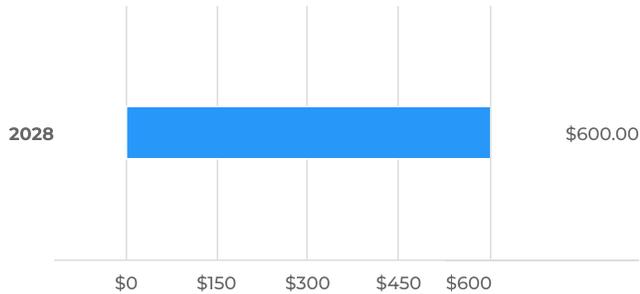
Funding Sources	FY2028	FY2029	Total
General Fund	\$350,000	\$1,310,000	\$1,660,000
Special Revenue - Streets Traffic Impact Fee	\$0	\$5,000,000	\$5,000,000
Grants - Federal	\$0	\$4,000,000	\$4,000,000
Grants - State	\$0	\$5,000,000	\$5,000,000
Total	\$350,000	\$15,310,000	\$15,660,000

Operational Costs

Total Budget (all years)
\$600

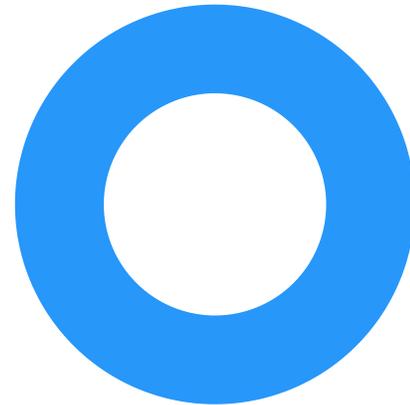
Project Total
\$600

Operational Costs by Year (Proposed)



● Maintenance

Operational Costs for Budgeted Years (Proposed)



● Maintenance (100%) \$600.00
TOTAL \$600.00

Operational Costs Breakdown

Operational Costs	FY2028	Total
Maintenance	\$600	\$600
Total	\$600	\$600

This requests information is generated from , Proposed Version.

Putnam Park Imp'ts - Phase 2

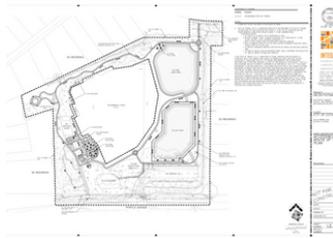
Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	07/01/2021
Est. Completion Date	06/30/2026
Department	Public Works - Parks
Type	Other

Description

This project includes the design and construction of the dog park and open lawn area and connecting pathways, picnic areas and benches.

Images



Full park improvements

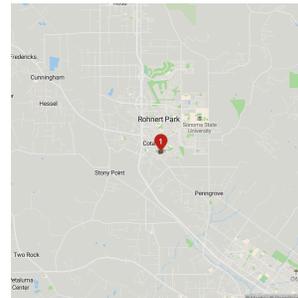


Putnam Park Dog Park and Lawn area

Details

Project Type	Parks Projects
Primary Project	Park Capital Plan
Source Document	
General Plan Consistency	OS 2.A - The Project is consistent with General Plan Objective OS 2A- Maintain and Expand the Park and Recreation Network.

Location



Capital Cost

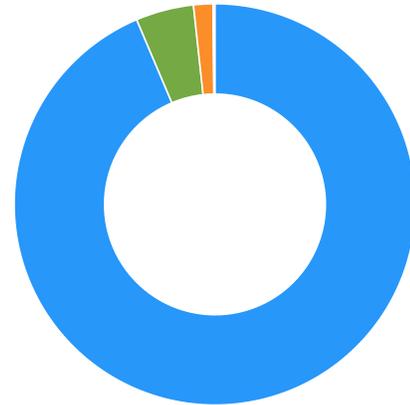
Total Budget (all years)
\$1.929M

Project Total
\$1.929M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Construction (94%)	\$1,806,000.00
Construction Engineering (5%)	\$90,000.00
Design/Environmental (2%)	\$30,000.00
Project Management (0%)	\$3,000.00
TOTAL	\$1,929,000.00

Capital Cost Breakdown

Capital Cost	FY2026	Total
Design/Environmental	\$30,000	\$30,000
Construction	\$1,806,000	\$1,806,000
Construction Engineering	\$90,000	\$90,000
Project Management	\$3,000	\$3,000
Total	\$1,929,000	\$1,929,000

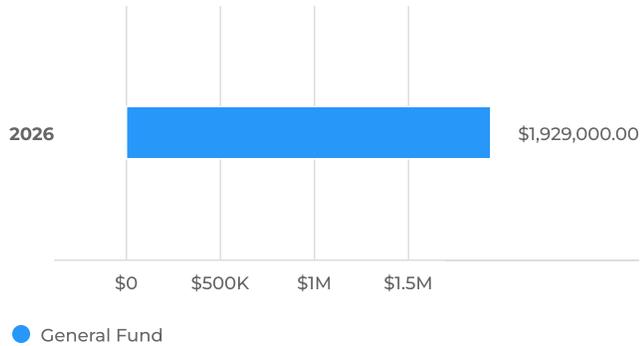


Funding Sources

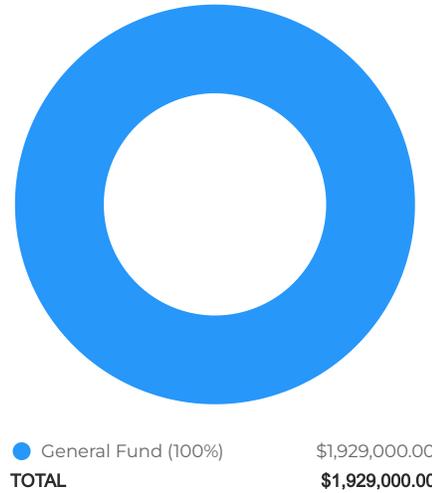
Total Budget (all years)
\$1.929M

Project Total
\$1.929M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



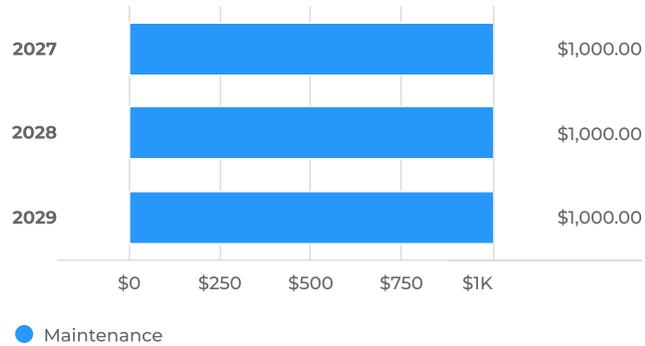
Funding Sources Breakdown		
Funding Sources	FY2026	Total
General Fund	\$1,929,000	\$1,929,000
Total	\$1,929,000	\$1,929,000

Operational Costs

Total Budget (all years)
\$3K

Project Total
\$3K

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown				
Operational Costs	FY2027	FY2028	FY2029	Total
Maintenance	\$1,000	\$1,000	\$1,000	\$3,000
Total	\$1,000	\$1,000	\$1,000	\$3,000

This requests information is generated from , Proposed Version.

Putnam Park Imp'ts - Phase 3

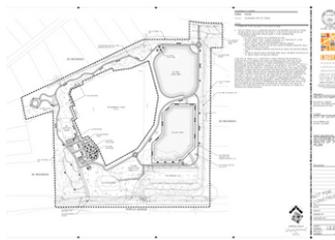
Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	07/01/2021
Est. Completion Date	06/30/2027
Department	Public Works - Parks
Type	Other

Description

This project includes the design and construction of the improvements along the first baseline including the new restroom, concession stand, and picnic area.

Images



50% Plans
Plan showing full park improvements.

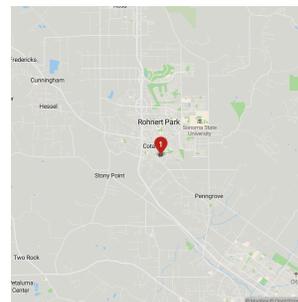


Improvements along first base line

Details

Project Type	Parks Projects
Primary Project Source Document	Park Capital Plan
General Plan Consistency	OS 2.A - The Project is consistent with General Plan Objective OS 2A- Maintain and Expand the Park and Recreation Network.

Location



Supplemental Attachments

 [Putnam Park Phasing\(/resource/cg-prod-v2/projects/documents/73549a05344226e98ad8.pdf\)](/resource/cg-prod-v2/projects/documents/73549a05344226e98ad8.pdf)

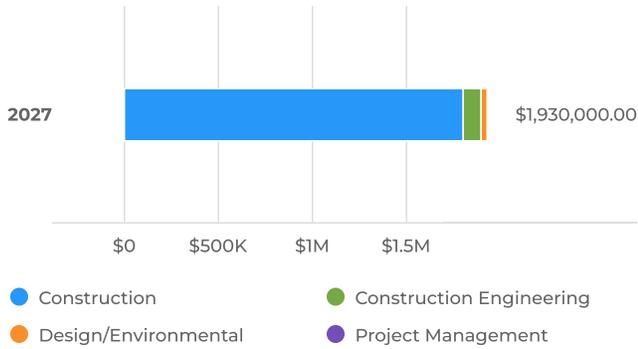
 [50% Full Park improvements\(/resource/cg-prod-v2/projects/documents/b7ef56332712d6f6facd.pdf\)](/resource/cg-prod-v2/projects/documents/b7ef56332712d6f6facd.pdf)

Capital Cost

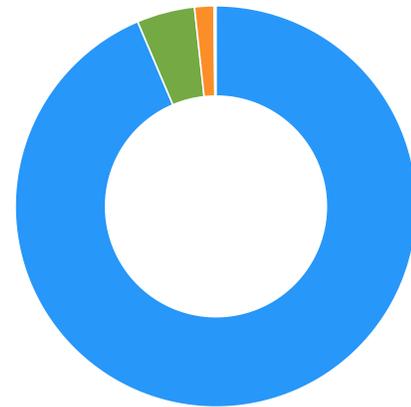
Total Budget (all years)
\$1.93M

Project Total
\$1.93M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Construction (94%)	\$1,807,000.00
Construction Engineering (5%)	\$90,000.00
Design/Environmental (2%)	\$30,000.00
Project Management (0%)	\$3,000.00
TOTAL	\$1,930,000.00

Capital Cost Breakdown

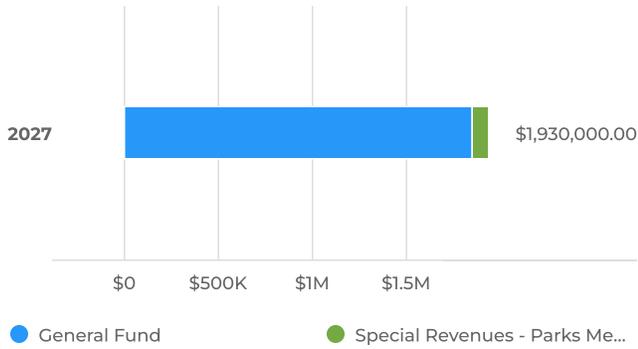
Capital Cost	FY2027	Total
Design/Environmental	\$30,000	\$30,000
Construction	\$1,807,000	\$1,807,000
Construction Engineering	\$90,000	\$90,000
Project Management	\$3,000	\$3,000
Total	\$1,930,000	\$1,930,000

Funding Sources

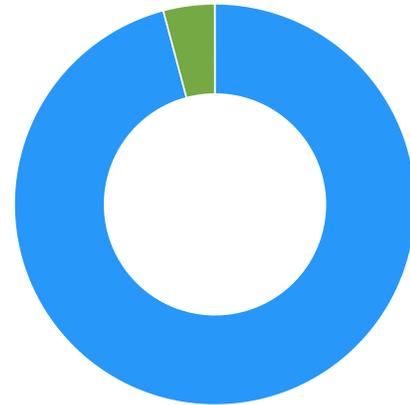
Total Budget (all years)
\$1.93M

Project Total
\$1.93M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



● General Fund (96%) \$1,850,000.00
● Special Revenues - Parks Measure M (4%) \$80,000.00
TOTAL \$1,930,000.00

Funding Sources Breakdown

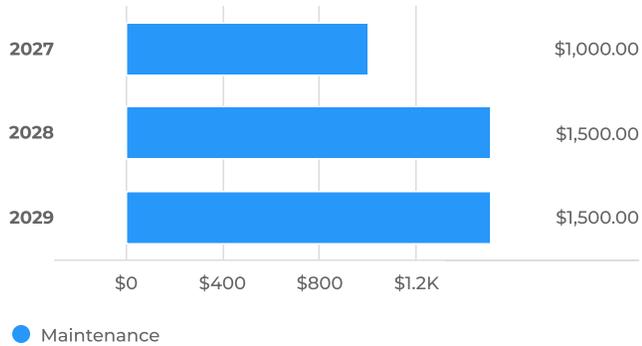
Funding Sources	FY2027	Total
General Fund	\$1,850,000	\$1,850,000
Special Revenues - Parks Measure M	\$80,000	\$80,000
Total	\$1,930,000	\$1,930,000

Operational Costs

Total Budget (all years)
\$4K

Project Total
\$4K

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown

Operational Costs	FY2027	FY2028	FY2029	Total
Maintenance	\$1,000	\$1,500	\$1,500	\$4,000
Total	\$1,000	\$1,500	\$1,500	\$4,000

This requests information is generated from , Proposed Version.

Putnam Park Improvements - Phase 1

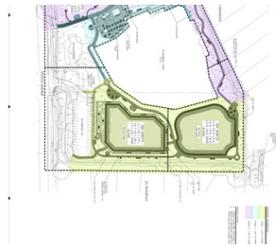
Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	07/01/2021
Est. Completion Date	06/30/2025
Department	Public Works - Parks
Type	Other

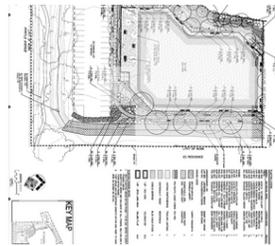
Description

This project includes the design and construction of the perimeter pathway in the Phase 1 area, Dog Park, adjacent field, and parking lot lighting.

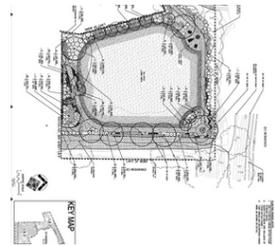
Images



Helen Putnam Park Project Phasing



Phase 1 Landscape Plan 1 of 2

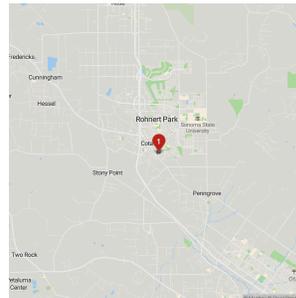


Phase 1 Landscape Plan 2 of 2

Details

Project Type	Parks Projects
Primary Project	Park Capital Plan
Source Document	
General Plan Consistency	OS 2.A - The Project is consistent with General Plan Objective OS 2A- Maintain and Expand the Park and Recreation Network.

Location



Supplemental Attachments

 [Limits of Work\(/resource/cg-prod-v2/projects/documents/75da5cca39acdc18d71f.pdf\)](/resource/cg-prod-v2/projects/documents/75da5cca39acdc18d71f.pdf)

Figure shows limits of work for each of the 3 phases. Phase 1, under construction now, is the dog park and lawn area near the parking lot.

 [Putnam Park - Updated plans\(/resource/cg-prod-v2/projects/documents/6603482fd0055dafad98.pdf\)](/resource/cg-prod-v2/projects/documents/6603482fd0055dafad98.pdf)

Capital Cost

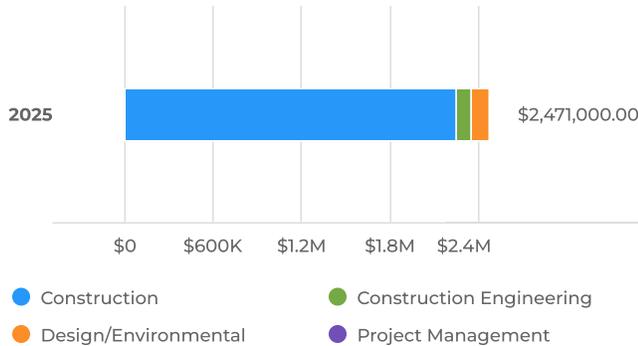
Total Historical
\$70,000

FY2025 Budget
\$2,471,000

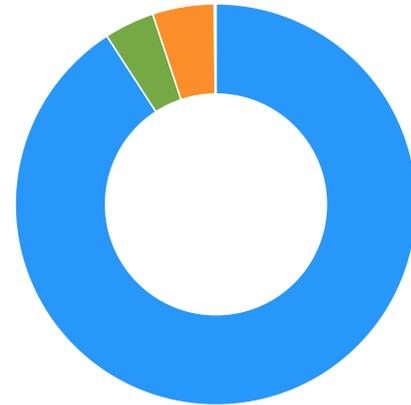
Total Budget (all years)
\$2.471M

Project Total
\$2.541M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Construction (91%)	\$2,245,000.00
Construction Engineering (4%)	\$100,000.00
Design/Environmental (5%)	\$123,000.00
Project Management (0%)	\$3,000.00
TOTAL	\$2,471,000.00

Capital Cost Breakdown

Capital Cost	Historical	FY2025	Total
Design/Environmental	\$70,000	\$123,000	\$193,000
Construction	\$0	\$2,245,000	\$2,245,000
Construction Engineering	\$0	\$100,000	\$100,000
Project Management	\$0	\$3,000	\$3,000
Total	\$70,000	\$2,471,000	\$2,541,000

Funding Sources

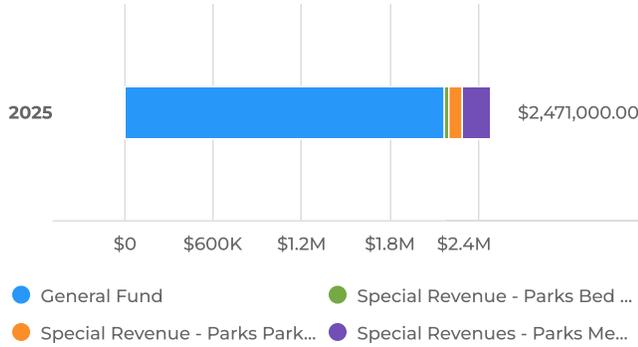
Total Historical
\$70,000

FY2025 Budget
\$2,471,000

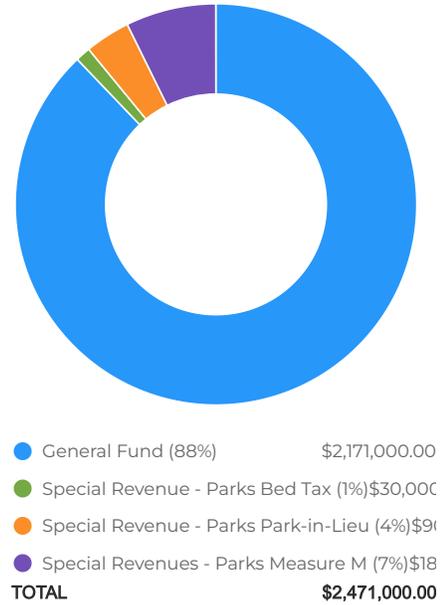
Total Budget (all years)
\$2.471M

Project Total
\$2.541M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	Historical	FY2025	Total
General Fund	\$70,000	\$2,171,000	\$2,241,000
Special Revenue - Parks Park-in-Lieu	\$0	\$90,000	\$90,000
Special Revenue - Parks Bed Tax	\$0	\$30,000	\$30,000
Special Revenues - Parks Measure M	\$0	\$180,000	\$180,000
Total	\$70,000	\$2,471,000	\$2,541,000

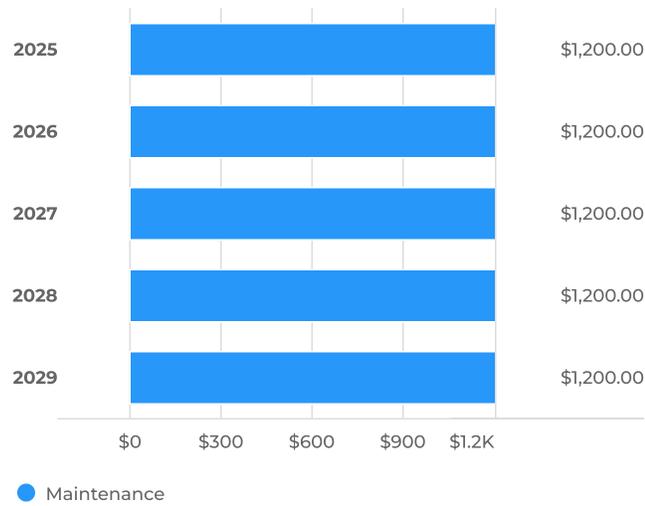
Operational Costs

FY2025 Budget
\$1,200

Total Budget (all years)
\$6K

Project Total
\$6K

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown

Operational Costs	FY2025	FY2026	FY2027	FY2028	FY2029	Total
Maintenance	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$6,000
Total	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$6,000

This requests information is generated from , Proposed Version.

Sunflower Park Imp'ts - Phase 2

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	07/03/2023
Est. Completion Date	06/30/2026
Department	Public Works - Parks
Type	Capital Improvement

Description

The project includes Phase 2 elements of walkways and picnic area behind tennis courts, and landscaping.

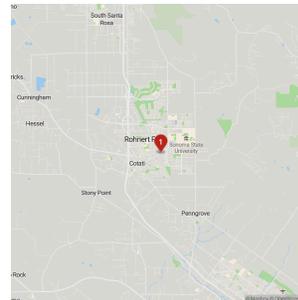
Images



Details

Project Type	Parks Projects
Primary Project Source Document	Park Capital Plan
General Plan Consistency	OS 2.A - The Project is consistent with General Plan Objective OS 2.A- Maintain and Expand the Park and Recreation Network.

Location



Supplemental Attachments

 [Sunflower Phasing Map\(/resource/cg-prod-v2/projects/documents/4e3a522cf18b0c094185.pdf\)](/resource/cg-prod-v2/projects/documents/4e3a522cf18b0c094185.pdf)

Capital Cost

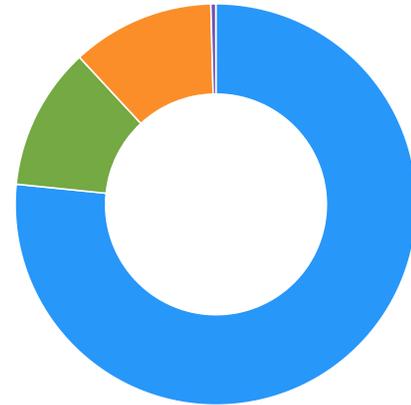
Total Budget (all years)
\$496K

Project Total
\$496K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Construction (77%)	\$380,000.00
Construction Engineering (11%)	\$57,000.00
Design/Environmental (11%)	\$57,000.00
Project Management (0%)	\$2,000.00
TOTAL	\$496,000.00

Capital Cost Breakdown

Capital Cost	FY2026	FY2027	Total
Design/Environmental	\$40,000	\$17,000	\$57,000
Construction	\$0	\$380,000	\$380,000
Construction Engineering	\$0	\$57,000	\$57,000
Project Management	\$0	\$2,000	\$2,000
Total	\$40,000	\$456,000	\$496,000

Funding Sources

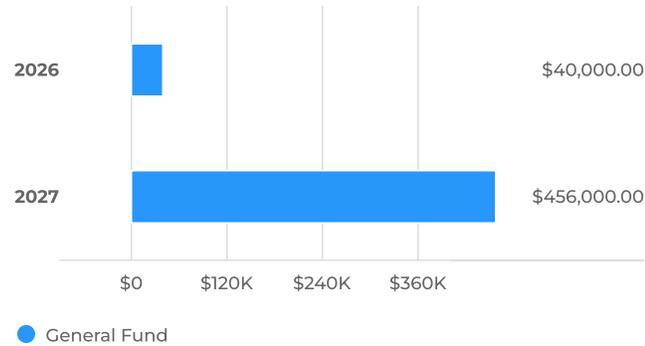
Total Budget (all years)

\$496K

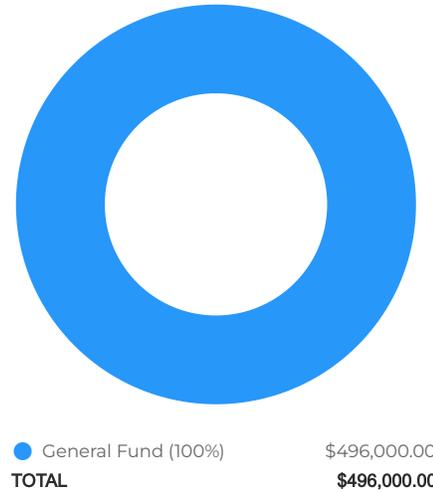
Project Total

\$496K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown			
Funding Sources	FY2026	FY2027	Total
General Fund	\$40,000	\$456,000	\$496,000
Total	\$40,000	\$456,000	\$496,000

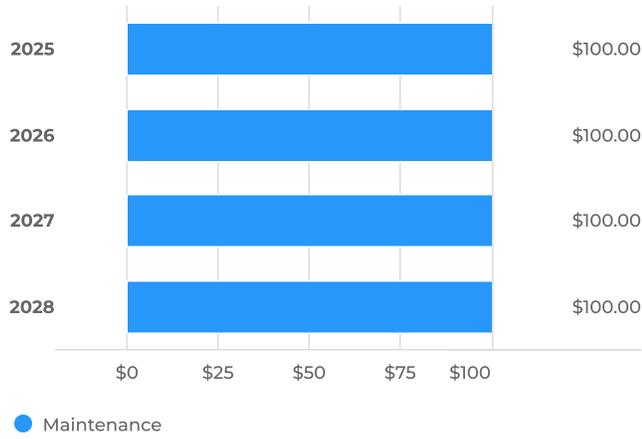
Operational Costs

FY2025 Budget
\$100

Total Budget (all years)
\$400

Project Total
\$400

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown

Operational Costs	FY2025	FY2026	FY2027	FY2028	Total
Maintenance	\$100	\$100	\$100	\$100	\$400
Total	\$100	\$100	\$100	\$100	\$400

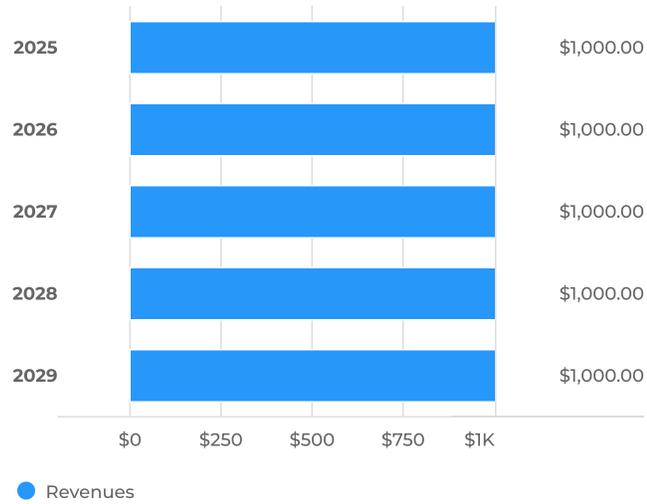
Operating Revenue

FY2025 Budget
\$1,000

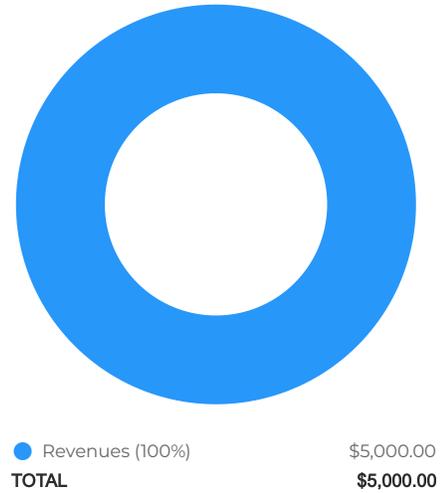
Total Budget (all years)
\$5K

Project Total
\$5K

Operating Revenue by Year (Proposed)



Operating Revenue for Budgeted Years (Proposed)



Operating Revenue Breakdown

Operating Revenue	FY2025	FY2026	FY2027	FY2028	FY2029	Total
Revenues	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$5,000
Total	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$5,000

This requests information is generated from , Proposed Version.

Sunflower Park Improvements - Phase 1

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	07/03/2023
Est. Completion Date	06/30/2026
Department	Public Works - Parks
Type	Capital Improvement

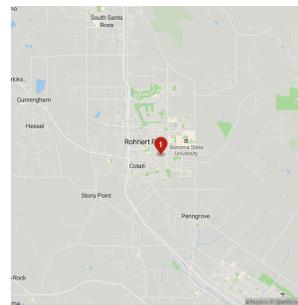
Description

The project includes Phase 1 elements of walkways, new play structure, picnic area near restrooms, new lighting and landscaping.

Details

Project Type	Parks Projects
Primary Project Source Document	Park Capital Plan
General Plan Consistency	OS 2.A - The Project is consistent with General Plan Objective OS 2.A- Maintain and Expand the Park and Recreation Network.

Location



Supplemental Attachments

-  [Sunflower 80% Plans 1-10\(/resource/cg-prod-v2/projects/documents/dd403ca1412772c4ba2a.pdf\)](/resource/cg-prod-v2/projects/documents/dd403ca1412772c4ba2a.pdf)
-  [Sunflower 80% Plans 11-16\(/resource/cg-prod-v2/projects/documents/39e23f2a7c088649ee5c.pdf\)](/resource/cg-prod-v2/projects/documents/39e23f2a7c088649ee5c.pdf)
-  [Sunflower 80% Plans 17-22\(/resource/cg-prod-v2/projects/documents/5c424cd6dde836d37afe.pdf\)](/resource/cg-prod-v2/projects/documents/5c424cd6dde836d37afe.pdf)
-  [Sunflower 80% Plans 23-27\(/resource/cg-prod-v2/projects/documents/500fdf0679534f55f8df.pdf\)](/resource/cg-prod-v2/projects/documents/500fdf0679534f55f8df.pdf)

Capital Cost

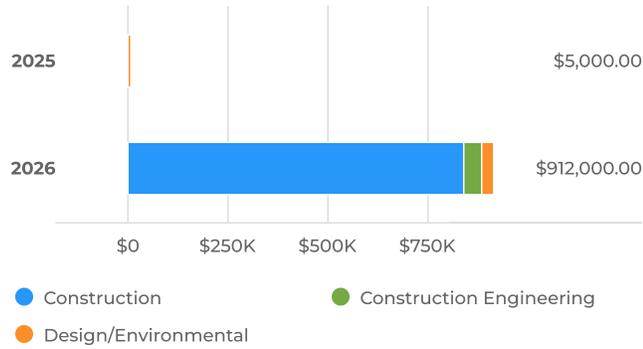
Total Historical
\$70,000

FY2025 Budget
\$5,000

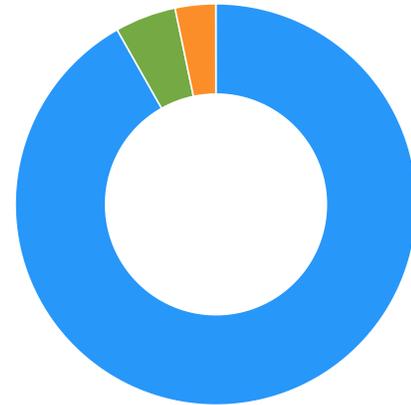
Total Budget (all years)
\$917K

Project Total
\$987K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Construction (92%)	\$842,000.00
Construction Engineering (5%)	\$45,000.00
Design/Environmental (3%)	\$30,000.00
TOTAL	\$917,000.00

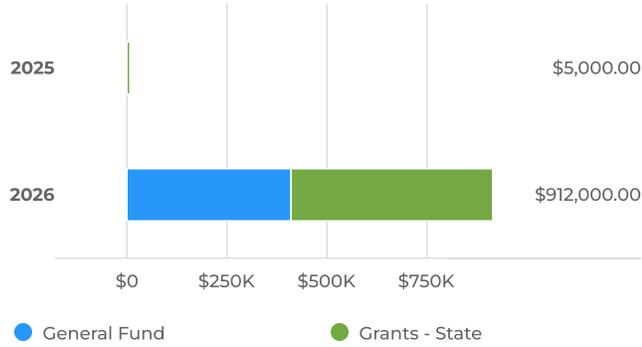
Capital Cost Breakdown

Capital Cost	Historical	FY2025	FY2026	Total
Design/Environmental	\$70,000	\$5,000	\$25,000	\$100,000
Construction	\$0	\$0	\$842,000	\$842,000
Construction Engineering	\$0	\$0	\$45,000	\$45,000
Total	\$70,000	\$5,000	\$912,000	\$987,000

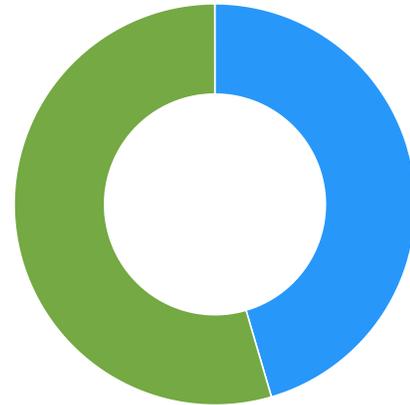
Funding Sources

Total Historical	FY2025 Budget	Total Budget (all years)	Project Total
\$70,000	\$5,000	\$917K	\$987K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



● General Fund (45%)	\$417,000.00
● Grants - State (55%)	\$500,000.00
TOTAL	\$917,000.00

Funding Sources Breakdown

Funding Sources	Historical	FY2025	FY2026	Total
General Fund	\$70,000	\$5,000	\$412,000	\$487,000
Grants - State	\$0	\$0	\$500,000	\$500,000
Total	\$70,000	\$5,000	\$912,000	\$987,000

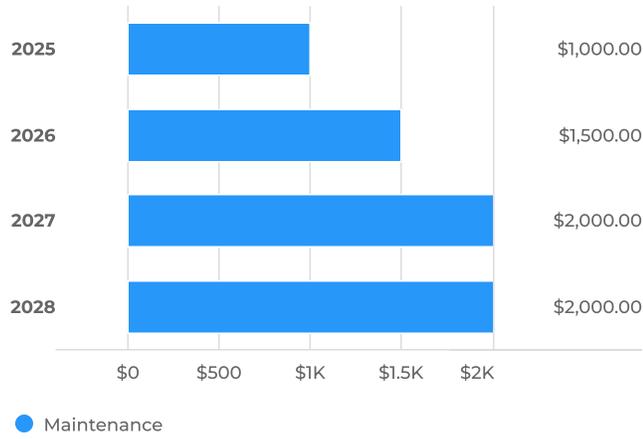
Operational Costs

FY2025 Budget
\$1,000

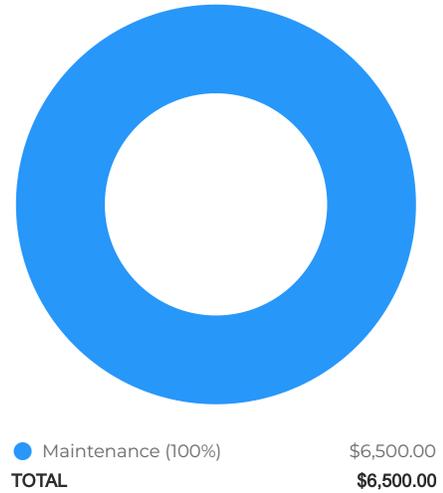
Total Budget (all years)
\$6.5K

Project Total
\$6.5K

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown

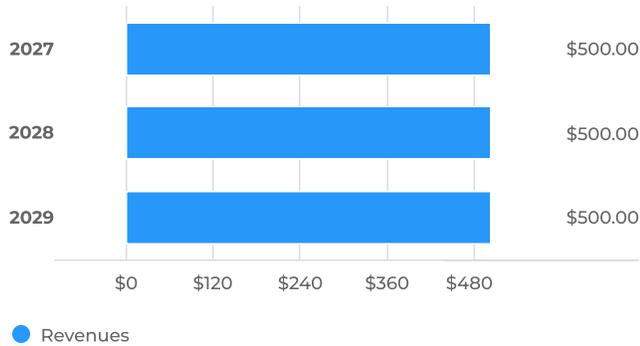
Operational Costs	FY2025	FY2026	FY2027	FY2028	Total
Maintenance	\$1,000	\$1,500	\$2,000	\$2,000	\$6,500
Total	\$1,000	\$1,500	\$2,000	\$2,000	\$6,500

Operating Revenue

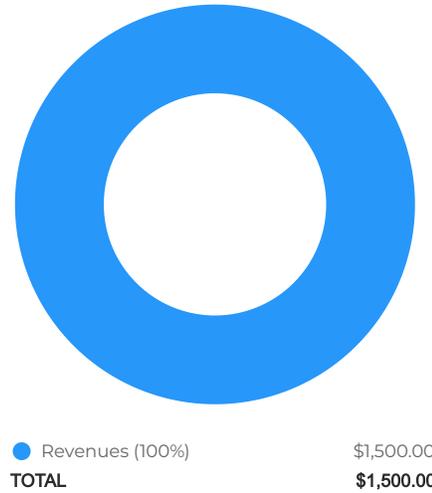
Total Budget (all years)
\$1.5K

Project Total
\$1.5K

Operating Revenue by Year (Proposed)



Operating Revenue for Budgeted Years (Proposed)



Operating Revenue Breakdown				
Operating Revenue	FY2027	FY2028	FY2029	Total
Revenues	\$500	\$500	\$500	\$1,500
Total	\$500	\$500	\$500	\$1,500

This requests information is generated from , Proposed Version.

Veronda-Falletti Ranch Barns

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	09/25/2023
Est. Completion Date	06/30/2026
Department	Public Works - Parks
Type	Other

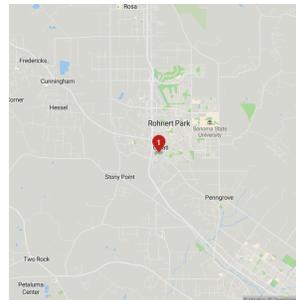
Description

Rebuild barn and brooder house to expand the potential community programs and events centered on agricultural themes.

Details

Project Type	Parks Projects
Primary Project Source Document	Falletti Ranch Property Condition Assessment
General Plan Consistency	OS 2.A - The Project is consistent with General Plan Objective OS 2A- Maintain and Expand the Park and Recreation Network.

Location



Capital Cost

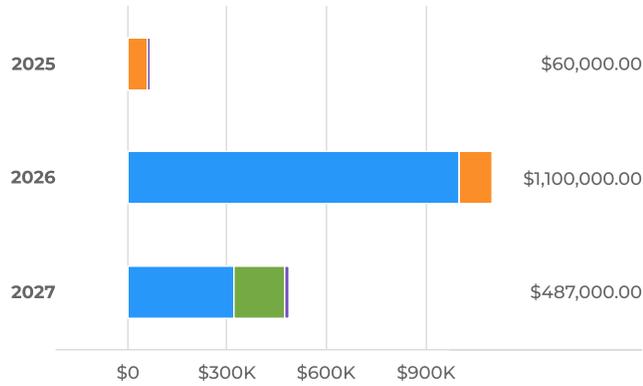
Total Historical
\$25,000

FY2025 Budget
\$60,000

Total Budget (all years)
\$1.647M

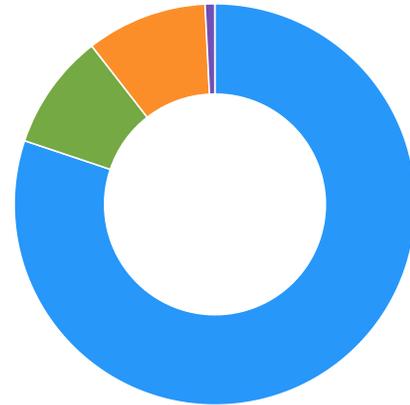
Project Total
\$1.672M

Capital Cost by Year (Proposed)



- Construction
- Design/Environmental
- Construction Engineering
- Project Management

Capital Cost for Budgeted Years (Proposed)



- Construction (80%) \$1,320,000.00
- Construction Engineering (9%) \$154,000.00
- Design/Environmental (10%) \$160,000.00
- Project Management (1%) \$13,000.00
- TOTAL \$1,647,000.00**

Capital Cost Breakdown

Capital Cost	Historical	FY2025	FY2026	FY2027	Total
Design/Environmental	\$25,000	\$60,000	\$100,000	\$0	\$185,000
Construction	\$0	\$0	\$1,000,000	\$320,000	\$1,320,000
Construction Engineering	\$0	\$0	\$0	\$154,000	\$154,000
Project Management	\$0	\$0	\$0	\$13,000	\$13,000
Total	\$25,000	\$60,000	\$1,100,000	\$487,000	\$1,672,000



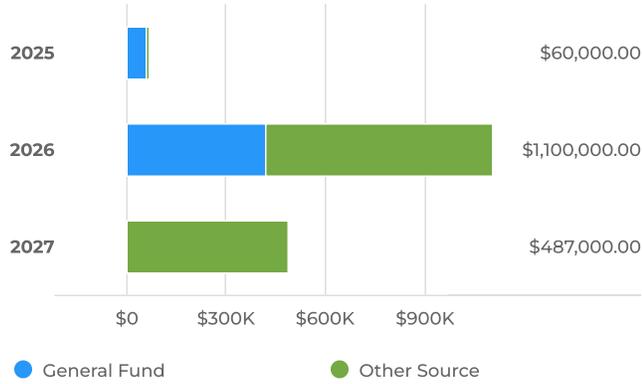
Funding Sources

FY2025 Budget
\$60,000

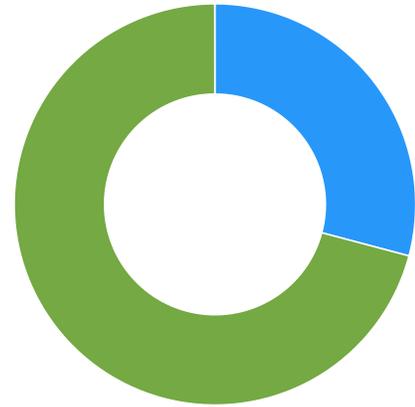
Total Budget (all years)
\$1.647M

Project Total
\$1.647M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



● General Fund (29%) \$480,000.00
 ● Other Source (71%) \$1,167,000.00
TOTAL \$1,647,000.00

Funding Sources Breakdown

Funding Sources	FY2025	FY2026	FY2027	Total
General Fund	\$60,000	\$420,000	\$0	\$480,000
Other Source	\$0	\$680,000	\$487,000	\$1,167,000
Total	\$60,000	\$1,100,000	\$487,000	\$1,647,000

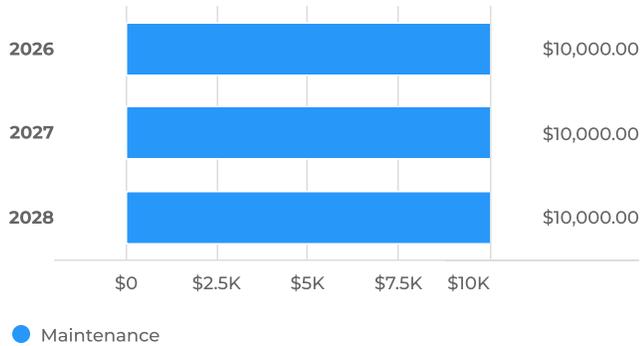


Operational Costs

Total Budget (all years)
\$30K

Project Total
\$30K

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown				
Operational Costs	FY2026	FY2027	FY2028	Total
Maintenance	\$10,000	\$10,000	\$10,000	\$30,000
Total	\$10,000	\$10,000	\$10,000	\$30,000

PUBLIC WORKS - STORM WATER MGNT. REQUESTS



This requests information is generated from , Proposed Version.

Trash Implementation Plan - Phase 1

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	07/01/2024
Est. Completion Date	06/30/2025
Department	Public Works - Storm Water Mgnt.
Type	Other

Description

This Project is to implement Phase 1 of the City's Trash Implementation Plan and addresses measures to capture trash generated from medium trash generating parcels in the City's downtown area. General Plan

Images

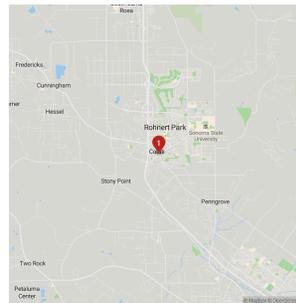


Alternative 2 Figure

Details

Project Type	Drainage Projects
Primary Project Source Document	Trash Implementation Plan
General Plan Consistency	CON 1.13 - The Project is consistent with General Plan Conservation Policy CON 1.13: Prioritize the use of natural features such as bioswales, vegetation, retention ponds, and other measures to remove surface water pollutants prior to discharge into surface waters.

Location



Supplemental Attachments

 [Alternative and Cost Analysis\(/resource/cg-prod-v2/projects/documents/71d1a629942e9652f6bb.pdf\)](/resource/cg-prod-v2/projects/documents/71d1a629942e9652f6bb.pdf)

 [Updated Cost Estimate\(/resource/cg-prod-v2/projects/documents/de3c365e954168b90f3f.pdf\)](/resource/cg-prod-v2/projects/documents/de3c365e954168b90f3f.pdf)



Capital Cost

FY2025 Budget
\$231,000

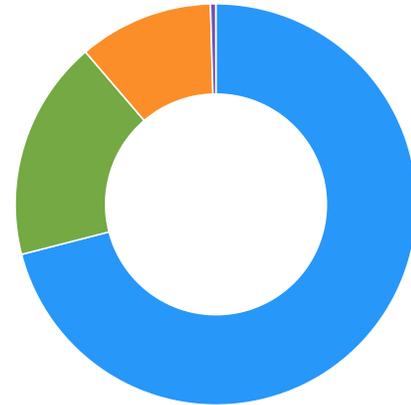
Total Budget (all years)
\$231K

Project Total
\$231K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Construction (71%)	\$164,000.00
Construction Engineering (18%)	\$41,000.00
Design/Environmental (11%)	\$25,000.00
Project Management (0%)	\$1,000.00
TOTAL	\$231,000.00

Capital Cost Breakdown

Capital Cost	FY2025	Total
Design/Environmental	\$25,000	\$25,000
Construction	\$164,000	\$164,000
Construction Engineering	\$41,000	\$41,000
Project Management	\$1,000	\$1,000
Total	\$231,000	\$231,000

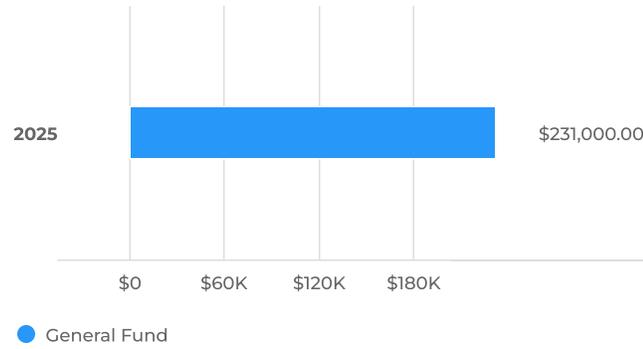
Funding Sources

FY2025 Budget
\$231,000

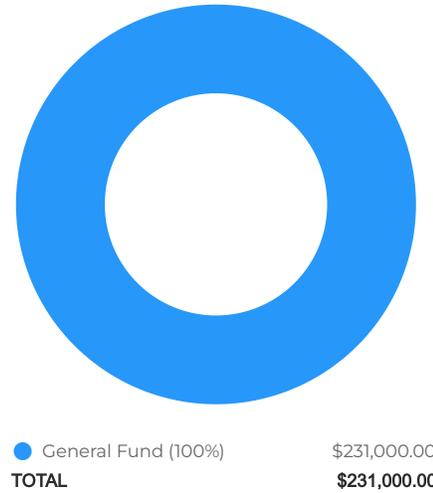
Total Budget (all years)
\$231K

Project Total
\$231K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown		
Funding Sources	FY2025	Total
General Fund	\$231,000	\$231,000
Total	\$231,000	\$231,000



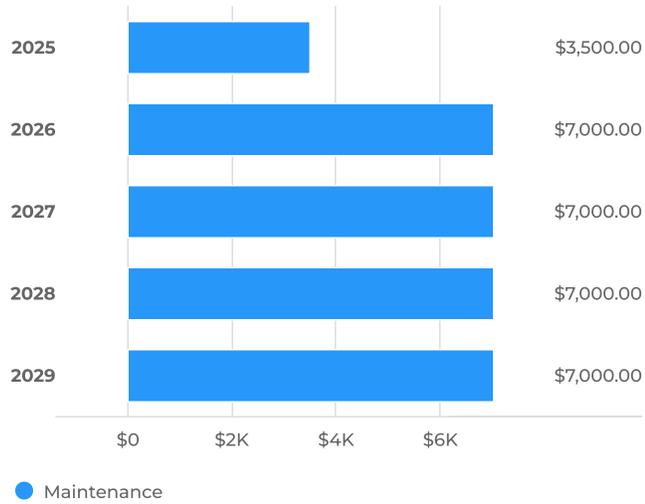
Operational Costs

FY2025 Budget
\$3,500

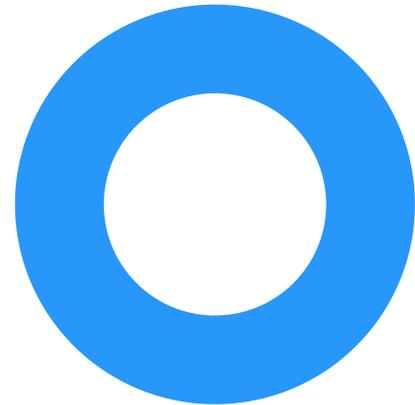
Total Budget (all years)
\$31.5K

Project Total
\$31.5K

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



● Maintenance (100%) \$31,500.00
TOTAL \$31,500.00

Operational Costs Breakdown

Operational Costs	FY2025	FY2026	FY2027	FY2028	FY2029	Total
Maintenance	\$3,500	\$7,000	\$7,000	\$7,000	\$7,000	\$31,500
Total	\$3,500	\$7,000	\$7,000	\$7,000	\$7,000	\$31,500

PUBLIC WORKS - STREETS REQUESTS



This requests information is generated from , Proposed Version.

2025 Street Improvements Project

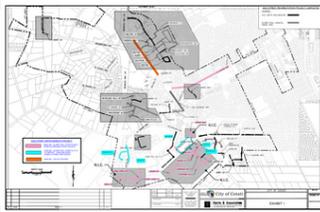
Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	08/01/2024
Est. Completion Date	06/30/2025
Department	Public Works - Streets
Type	Other

Description

The Project includes slurry seal, crack seal, and digouts of E Cotati Ave from Matteri Lane to Baytree Ct, Forno Way, Honor Place, Clothier Lane, Jagla Street, Logan Place, Loma Linda Drive, Dorffman Drive, Issel Ct, Loma Linda Ct, Fehler Lane, Cervantes Ct, and Water Road.

Images



Streets included in project design

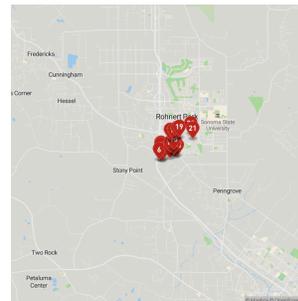


Slurry Deal Map

Details

Project Type	Streets Projects
Primary Project Source Document	Pavement Management Plan
General Plan Consistency	CI 1.1 - The Project is consistent with General Plan Community Circulation Objective CI 1.1 - Ensure that the City's circulation network is maintained and improved over time to support build out of the General Plan in a manner that is consistent with the City's Circulation Diagram Figure 2.1.

Location



Supplemental Attachments

 [Slurry seal schedule\(/resource/cg-prod-v2/projects/documents/86850647d47c5e94b087.pdf\)](/resource/cg-prod-v2/projects/documents/86850647d47c5e94b087.pdf)

Preliminary and subject to change.

 [Asphalt Dig-out schedule\(/resource/cg-prod-v2/projects/documents/aed18c09ea8aa050efc0.pdf\)](/resource/cg-prod-v2/projects/documents/aed18c09ea8aa050efc0.pdf)

Preliminary and subject to change

 [Crack seal schedule\(/resource/cg-prod-v2/projects/documents/2411d2fcc1a770fa52b2.pdf\)](/resource/cg-prod-v2/projects/documents/2411d2fcc1a770fa52b2.pdf)

Preliminary and subject to change

 [Slurry Paving Schedule\(/resource/cg-prod-v2/projects/documents/728995b682d657e94dd6.jpg\)](/resource/cg-prod-v2/projects/documents/728995b682d657e94dd6.jpg)



Capital Cost

FY2025 Budget
\$664,000

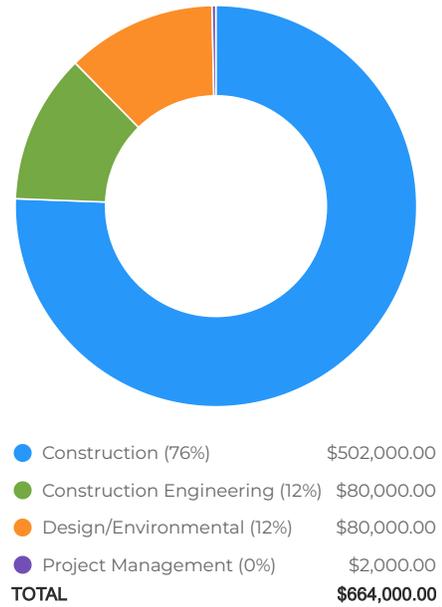
Total Budget (all years)
\$664K

Project Total
\$664K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

Capital Cost	FY2025	Total
Design/Environmental	\$80,000	\$80,000
Construction	\$502,000	\$502,000
Construction Engineering	\$80,000	\$80,000
Project Management	\$2,000	\$2,000
Total	\$664,000	\$664,000

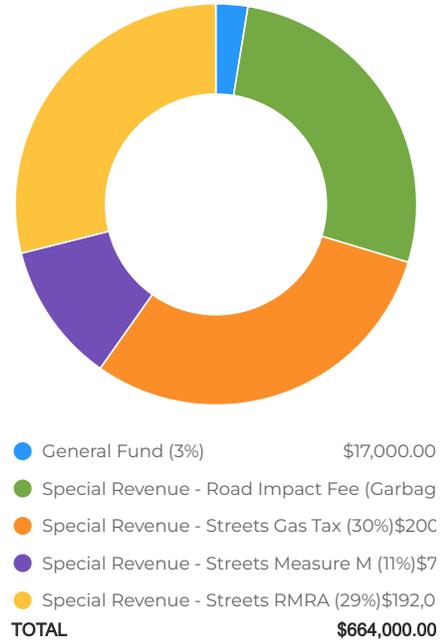
Funding Sources

FY2025 Budget	Total Budget (all years)	Project Total
\$664,000	\$664K	\$664K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
General Fund	\$17,000	\$17,000
Special Revenue - Streets Gas Tax	\$200,000	\$200,000
Special Revenue - Streets Measure M	\$75,000	\$75,000
Special Revenue - Streets RMRA	\$192,000	\$192,000
Special Revenue - Road Impact Fee (Garbage)	\$180,000	\$180,000
Total	\$664,000	\$664,000



This requests information is generated from , Proposed Version.

2026 Street Improvements Project

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	11/01/2024
Est. Completion Date	09/01/2025
Department	Public Works - Streets
Type	Other

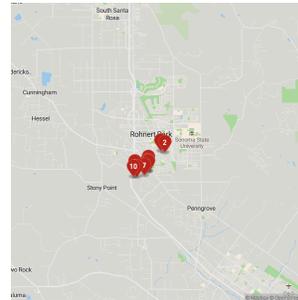
Description

Project performs pavement preservation (slurry seal, crack seal, and dig outs) on Dorfman Drive, E. Cotati Ave, Fehler Lane, Jagla Street, Linden Ave, and Valparaiso Ave and pavement rehabilitation (mill, edge grind and overlay) on Helman Lane.

Details

Project Type	Streets Projects
Primary Project Source Document	Pavement Management Plan
General Plan Consistency	CI 1.1 - The Project is consistent with General Plan Community Circulation Objective CI 1.1 - Ensure that the City's circulation network is maintained and improved over time to support build out of the General Plan in a manner that is consistent with the City's Circulation Diagram Figure 2.1.

Location



Supplemental Attachments

 [CIP\(/resource/cg-prod-v2/projects/documents/5e4ac946789f9cb980f1.xlsx\)](/resource/cg-prod-v2/projects/documents/5e4ac946789f9cb980f1.xlsx)

 [5 Year Map\(/resource/cg-prod-v2/projects/documents/e5c3a48912673d9e2fd8.pdf\)](/resource/cg-prod-v2/projects/documents/e5c3a48912673d9e2fd8.pdf)

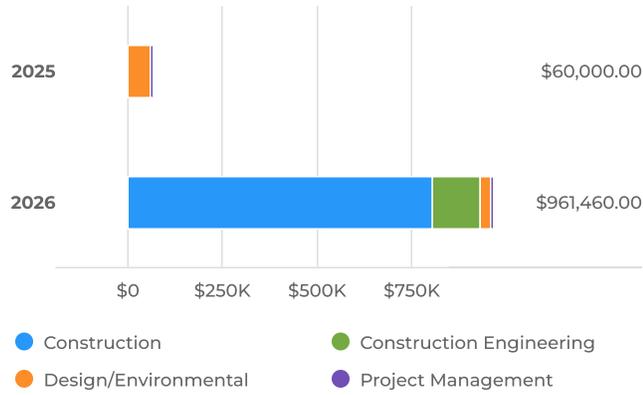
Capital Cost

FY2025 Budget
\$60,000

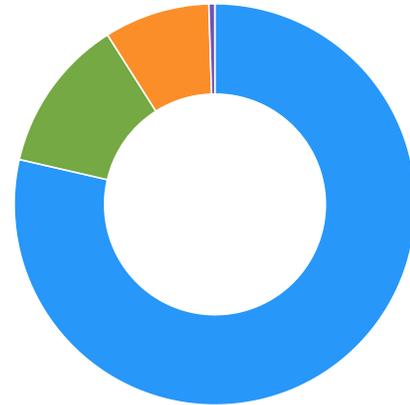
Total Budget (all years)
\$1.021M

Project Total
\$1.021M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Construction (79%)	\$802,910.00
Construction Engineering (12%)	\$126,775.00
Design/Environmental (8%)	\$86,775.00
Project Management (0%)	\$5,000.00
TOTAL	\$1,021,460.00

Capital Cost Breakdown

Capital Cost	FY2025	FY2026	Total
Design/Environmental	\$60,000	\$26,775	\$86,775
Construction	\$0	\$802,910	\$802,910
Construction Engineering	\$0	\$126,775	\$126,775
Project Management	\$0	\$5,000	\$5,000
Total	\$60,000	\$961,460	\$1,021,460

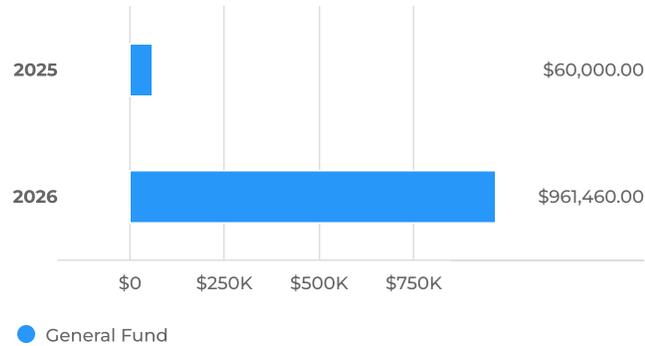
Funding Sources

FY2025 Budget
\$60,000

Total Budget (all years)
\$1.021M

Project Total
\$1.021M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown			
Funding Sources	FY2025	FY2026	Total
General Fund	\$60,000	\$961,460	\$1,021,460
Total	\$60,000	\$961,460	\$1,021,460

This requests information is generated from , Proposed Version.

2027 Streets Improvements Project

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	11/03/2025
Est. Completion Date	11/02/2026
Department	Public Works - Streets
Type	Other

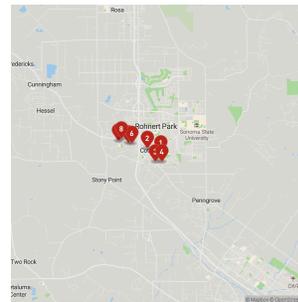
Description

The Project includes rehabilitation of Aaron Street, Derby Lane, Madrone Ave, and Primero Ct and preservation treatments (slurry seal, crack seal and dugouts) for the L Section, Benson Lane, Gilman Ranch Road, Old Redwood Hwy between William and W Sierra Ave and between Myrtle Ave and Lasker Lane, Veronda Way, W Cotati Ave, Honor Place and Larkspur Court.

Details

Project Type	Streets Projects
Primary Project Source Document	Pavement Management Plan
General Plan Consistency	CI 1.1 - The Project is consistent with General Plan Community Circulation Objective CI 1.1 - Ensure that the City's circulation network is maintained and improved over time to support build out of the General Plan in a manner that is consistent with the City's Circulation Diagram Figure 2.1.

Location



Supplemental Attachments

 [5-Year CIP\(/resource/cg-prod-v2/projects/documents/5982300539f7a9038842.xlsx\)](/resource/cg-prod-v2/projects/documents/5982300539f7a9038842.xlsx)

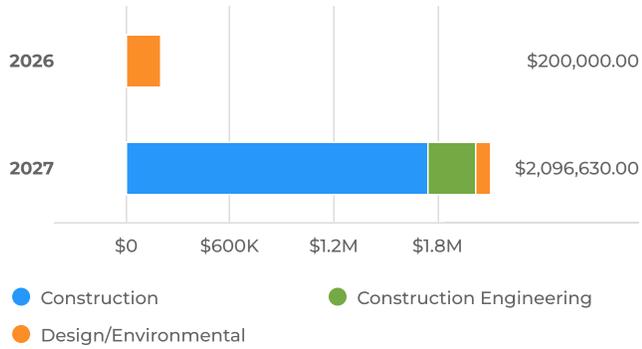
 [5-Year CIP Map\(/resource/cg-prod-v2/projects/documents/427a10b65cb5f9c25ce7.pdf\)](/resource/cg-prod-v2/projects/documents/427a10b65cb5f9c25ce7.pdf)

Capital Cost

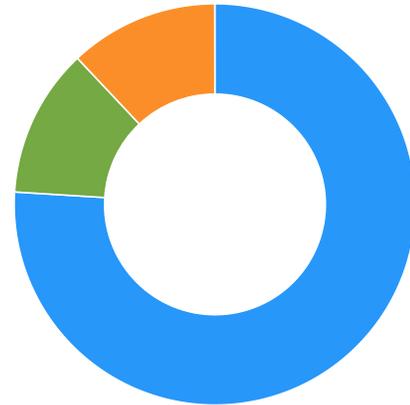
Total Budget (all years)
\$2.297M

Project Total
\$2.297M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Construction (76%)	\$1,745,430.00
Construction Engineering (12%)	\$275,600.00
Design/Environmental (12%)	\$275,600.00
TOTAL	\$2,296,630.00

Capital Cost Breakdown

Capital Cost	FY2026	FY2027	Total
Design/Environmental	\$200,000	\$75,600	\$275,600
Construction	\$0	\$1,745,430	\$1,745,430
Construction Engineering	\$0	\$275,600	\$275,600
Total	\$200,000	\$2,096,630	\$2,296,630

Funding Sources

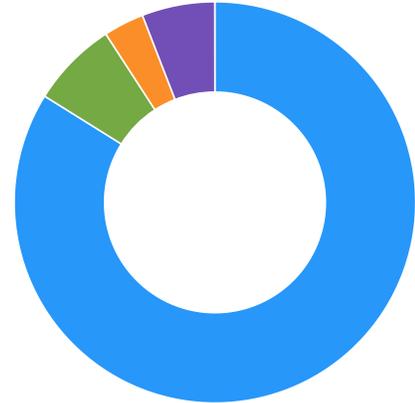
Total Budget (all years)
\$2.297M

Project Total
\$2.297M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



- General Fund (84%) \$1,926,630.00
- Special Revenue - Streets Gas Tax (7%) \$160,000
- Special Revenue - Streets Measure M (3%) \$75,000
- Special Revenue - Streets RMRA (6%) \$135,000
- TOTAL \$2,296,630.00**

Funding Sources Breakdown

Funding Sources	FY2026	FY2027	Total
General Fund	\$200,000	\$1,726,630	\$1,926,630
Special Revenue - Streets Gas Tax	\$0	\$160,000	\$160,000
Special Revenue - Streets Measure M	\$0	\$75,000	\$75,000
Special Revenue - Streets RMRA	\$0	\$135,000	\$135,000
Total	\$200,000	\$2,096,630	\$2,296,630

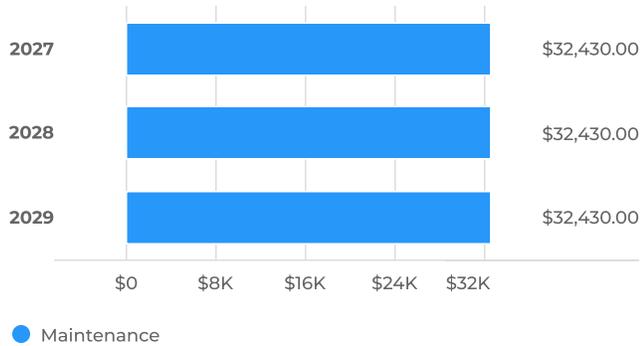


Operational Costs

Total Budget (all years)
\$97.29K

Project Total
\$97.29K

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown

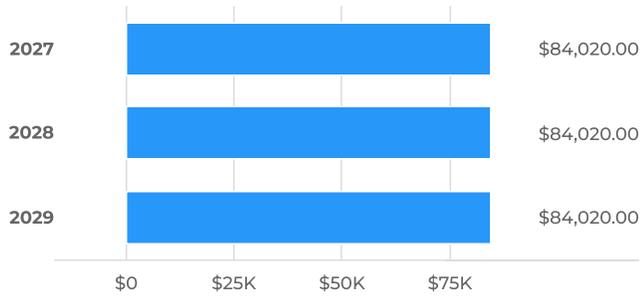
Operational Costs	FY2027	FY2028	FY2029	Total
Maintenance	\$32,430	\$32,430	\$32,430	\$97,290
Total	\$32,430	\$32,430	\$32,430	\$97,290

Cost Savings

Total Budget (all years)
\$252.06K

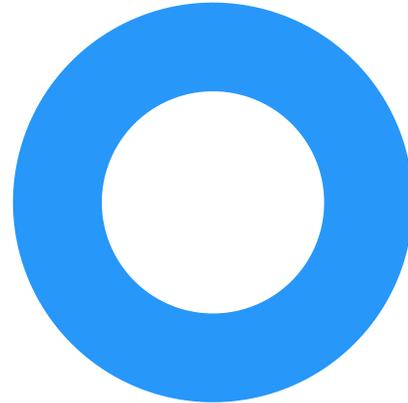
Project Total
\$252.06K

Cost Savings by Year (Proposed)



● Savings

Cost Savings for Budgeted Years (Proposed)



● Savings (100%)
TOTAL

\$252,060.00
\$252,060.00

Cost Savings Breakdown

Cost Savings	FY2027	FY2028	FY2029	Total
Savings	\$84,020	\$84,020	\$84,020	\$252,060
Total	\$84,020	\$84,020	\$84,020	\$252,060



This requests information is generated from , Proposed Version.

2028 Streets Improvements Project

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	11/02/2026
Est. Completion Date	10/04/2027
Department	Public Works - Streets
Type	Other

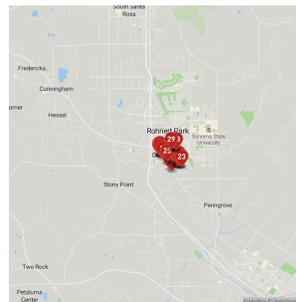
Description

The Project includes preservation treatments (slurry seal, crack seal, dugouts) of the Bird Streets, Aquirre Way, Keppel Way, Hahn Way, Keyt Way, and Veronda from Aquirre Way east to the end, the outer hub streets except for Arthur Street, E. Cotati Ave, Old redwood Hwy between W Sierra and Myrtle, and between Lasker Lane and Eucalyptus Ave., and Eucalyptus Ave. Project also includes preservation of Lipton Ct, Lancaster Drive, and Dyquisto Way.

Details

Project Type	Streets Projects
Primary Project Source Document	Pavement Management Plan
General Plan Consistency	CI 1.1 - The Project is consistent with General Plan Community Circulation Objective CI 1.1 - Ensure that the City's circulation network is maintained and improved over time to support build out of the General Plan in a manner that is consistent with the City's Circulation Diagram Figure 2.1.

Location



Supplemental Attachments

 [5-Year CIP\(/resource/cg-prod-v2/projects/documents/f059224171dc2148fc45.xlsx\)](/resource/cg-prod-v2/projects/documents/f059224171dc2148fc45.xlsx)

 [5-Year CIP Map\(/resource/cg-prod-v2/projects/documents/2772d7710e79d1a93bfa.pdf\)](/resource/cg-prod-v2/projects/documents/2772d7710e79d1a93bfa.pdf)



Capital Cost

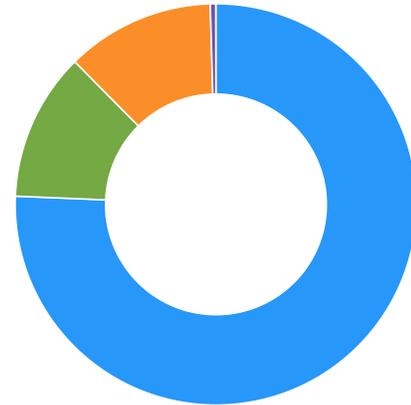
Total Budget (all years)
\$1.105M

Project Total
\$1.105M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Construction (76%)	\$835,884.00
Construction Engineering (12%)	\$132,000.00
Design/Environmental (12%)	\$132,000.00
Project Management (0%)	\$5,000.00
TOTAL	\$1,104,884.00

Capital Cost Breakdown

Capital Cost	FY2027	FY2028	Total
Design/Environmental	\$100,000	\$32,000	\$132,000
Construction	\$0	\$835,884	\$835,884
Construction Engineering	\$0	\$132,000	\$132,000
Project Management	\$0	\$5,000	\$5,000
Total	\$100,000	\$1,004,884	\$1,104,884

Funding Sources

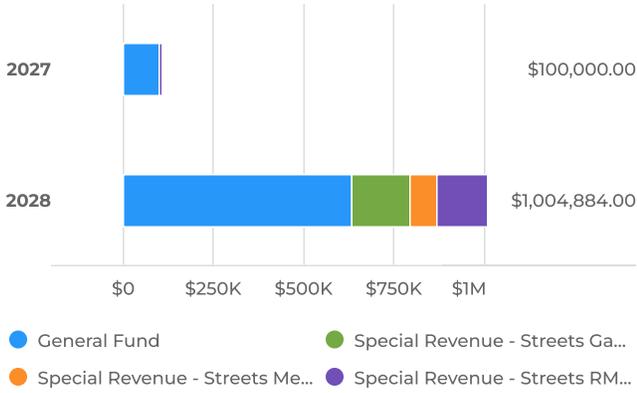
Total Budget (all years)

\$1.105M

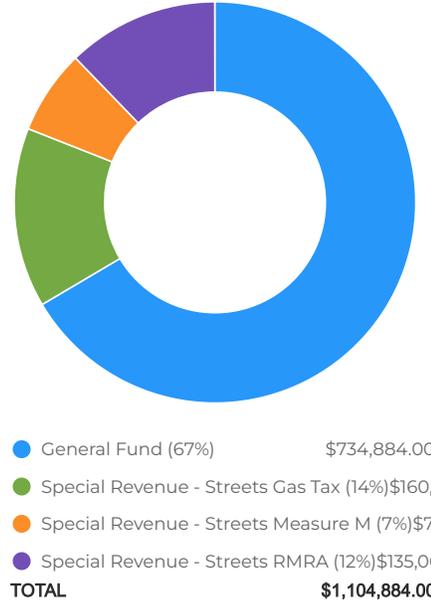
Project Total

\$1.105M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2027	FY2028	Total
General Fund	\$100,000	\$634,884	\$734,884
Special Revenue - Streets Gas Tax	\$0	\$160,000	\$160,000
Special Revenue - Streets Measure M	\$0	\$75,000	\$75,000
Special Revenue - Streets RMRA	\$0	\$135,000	\$135,000
Total	\$100,000	\$1,004,884	\$1,104,884



Cost Savings

Total Budget (all years)
\$57.906K

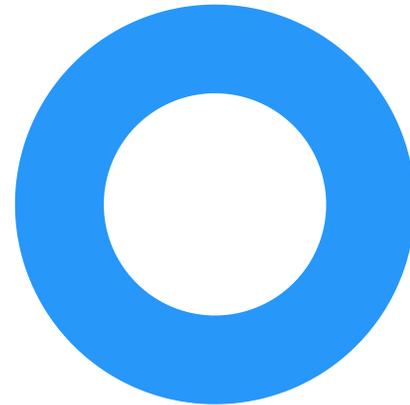
Project Total
\$57.906K

Cost Savings by Year (Proposed)



● Savings

Cost Savings for Budgeted Years (Proposed)



● Savings (100%) \$57,906.00
TOTAL \$57,906.00

Cost Savings Breakdown

Cost Savings	FY2028	FY2029	Total
Savings	\$28,953	\$28,953	\$57,906
Total	\$28,953	\$28,953	\$57,906



This requests information is generated from , Proposed Version.

2029 Street Preservation Project

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	11/01/2027
Est. Completion Date	09/29/2028
Department	Public Works - Streets
Type	Other

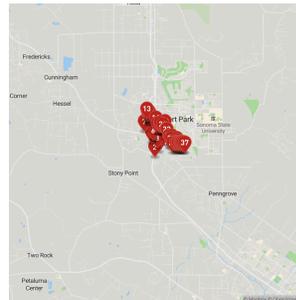
Description

The Project provides preservation treatments (slurry seal, crack seal and dig-outs) to 4.5 centerline miles of streets including Cervantes Court, W Sierra Ave, Christensen Ct, Maple Ave and Braden Court, Alder Ave, Blodgett Street and Trebino Court, Old Redwood Hwy from William Street to Commerce Blvd and Commerce Blvd to City limits, Gravenstein Way and Gravenstein Circle, Pinewood Way, Gilbert Way, Chadwick Way, Ross Street, McGinnis Circle, Loretto Avenue from Benson Lane to La Salle, Myrtle Ave, and Condor Ct.

Details

Project Type	Streets Projects
Primary Project Source Document	Pavement Management Plan
General Plan Consistency	CI 1.1 - The Project is consistent with General Plan Community Circulation Objective CI 1.1 - Ensure that the City's circulation network is maintained and improved over time to support build out of the General Plan in a manner that is consistent with the City's Circulation Diagram Figure 2.1.

Location



Capital Cost

Total Budget (all years)

\$1.503M

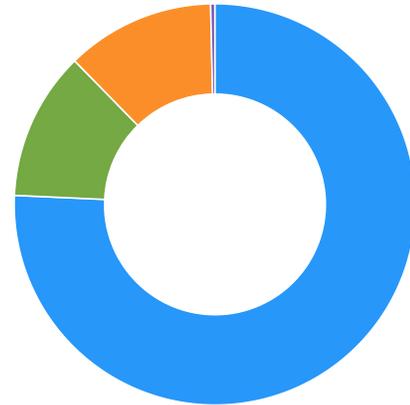
Project Total

\$1.503M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Construction (76%)	\$1,138,000.00
Construction Engineering (12%)	\$180,000.00
Design/Environmental (12%)	\$180,000.00
Project Management (0%)	\$5,000.00
TOTAL	\$1,503,000.00

Capital Cost Breakdown

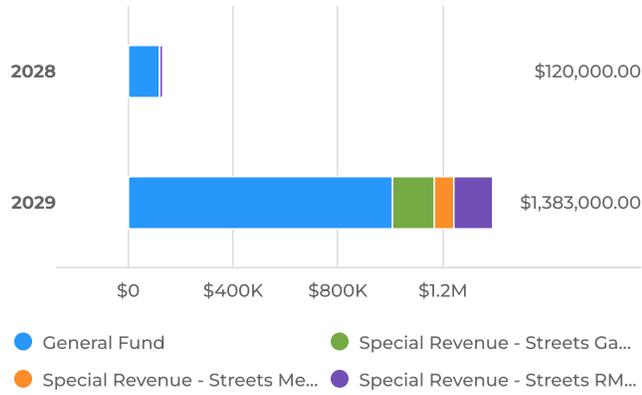
Capital Cost	FY2028	FY2029	Total
Design/Environmental	\$120,000	\$60,000	\$180,000
Construction	\$0	\$1,138,000	\$1,138,000
Construction Engineering	\$0	\$180,000	\$180,000
Project Management	\$0	\$5,000	\$5,000
Total	\$120,000	\$1,383,000	\$1,503,000

Funding Sources

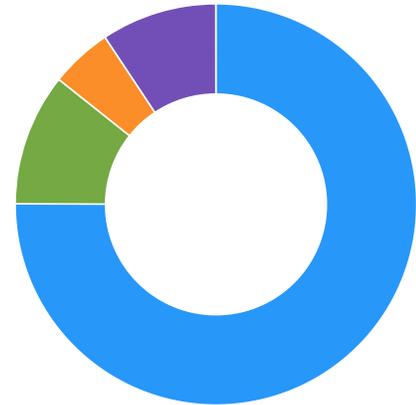
Total Budget (all years)
\$1.503M

Project Total
\$1.503M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



- General Fund (75%) \$1,128,000.00
- Special Revenue - Streets Gas Tax (11%)\$160,000.00
- Special Revenue - Streets Measure M (5%)\$75,000.00
- Special Revenue - Streets RMRA (9%)\$140,000.00
- TOTAL \$1,503,000.00**

Funding Sources Breakdown

Funding Sources	FY2028	FY2029	Total
General Fund	\$120,000	\$1,008,000	\$1,128,000
Special Revenue - Streets Gas Tax	\$0	\$160,000	\$160,000
Special Revenue - Streets Measure M	\$0	\$75,000	\$75,000
Special Revenue - Streets RMRA	\$0	\$140,000	\$140,000
Total	\$120,000	\$1,383,000	\$1,503,000



This requests information is generated from , Proposed Version.

Annual Bicycle Pedestrian Safety Improvements

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	07/01/2021
Est. Completion Date	06/30/2028
Department	Public Works - Streets
Type	Other

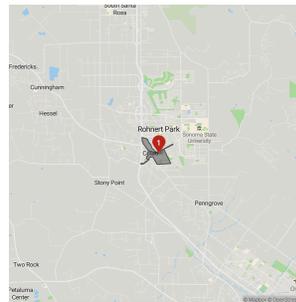
Description

Installation of bicycle, pedestrian, and vehicle safety improvements, to be completed by City Public Works staff or through minor construction contracts. Safety improvements will be informed by ongoing community input and recommendations of the Local Road Safety Plan.

Details

Project Type	Streets Projects
Primary Project Source Document	Local Road Safety Plan
General Plan Consistency	CI 2 - The Project is consistent with General Plan Community Circulation Objective CI 2 - Maintain and expand a safe and efficient pedestrian, bicycle and transit network that connects neighborhoods with key destinations to encourage travel by non-automobile modes while also improving public health.

Location



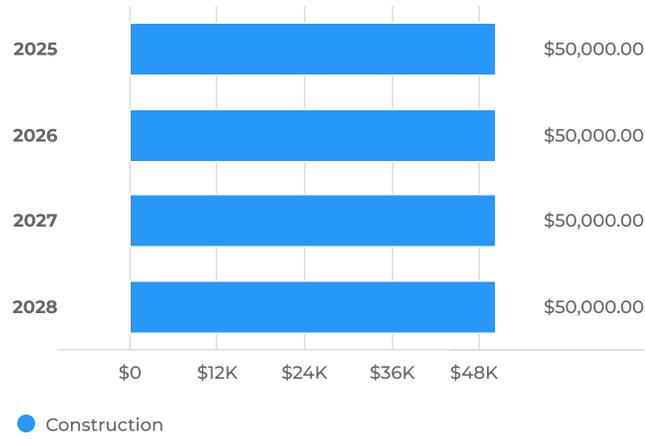
Capital Cost

FY2025 Budget
\$50,000

Total Budget (all years)
\$200K

Project Total
\$200K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



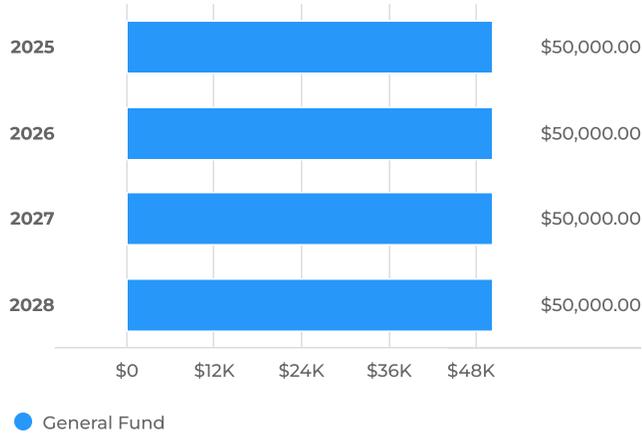
Capital Cost Breakdown

Capital Cost	FY2025	FY2026	FY2027	FY2028	Total
Construction	\$50,000	\$50,000	\$50,000	\$50,000	\$200,000
Total	\$50,000	\$50,000	\$50,000	\$50,000	\$200,000

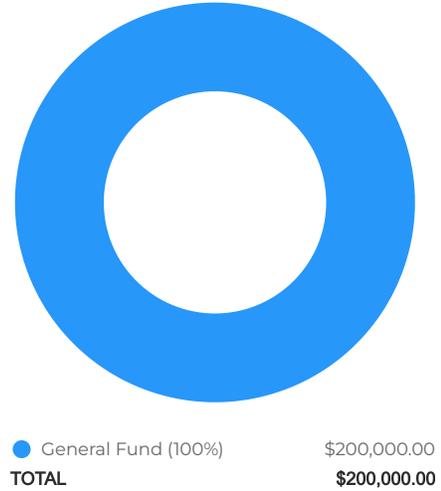
Funding Sources

Total Historical	FY2025 Budget	Total Budget (all years)	Project Total
\$250,000	\$50,000	\$200K	\$450K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown						
Funding Sources	Historical	FY2025	FY2026	FY2027	FY2028	Total
General Fund	\$250,000	\$50,000	\$50,000	\$50,000	\$50,000	\$450,000
Total	\$250,000	\$50,000	\$50,000	\$50,000	\$50,000	\$450,000

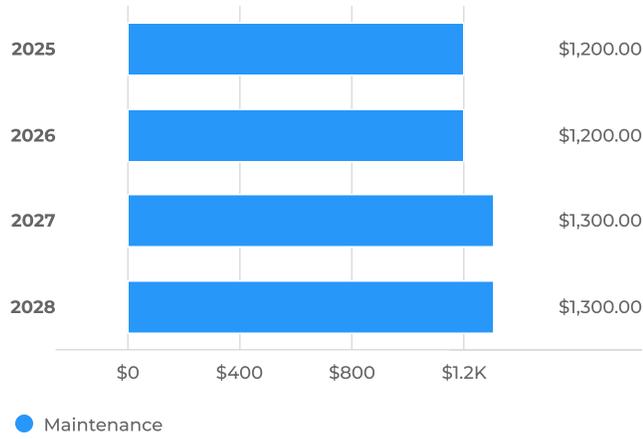
Operational Costs

FY2025 Budget
\$1,200

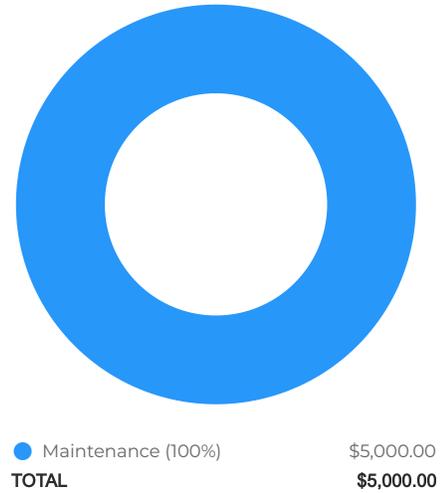
Total Budget (all years)
\$5K

Project Total
\$5K

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown

Operational Costs	FY2025	FY2026	FY2027	FY2028	Total
Maintenance	\$1,200	\$1,200	\$1,300	\$1,300	\$5,000
Total	\$1,200	\$1,200	\$1,300	\$1,300	\$5,000

This requests information is generated from , Proposed Version.

Annual Landscaping Improvements Projects

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	07/01/2023
Est. Completion Date	06/30/2029
Department	Public Works - Streets
Type	Other

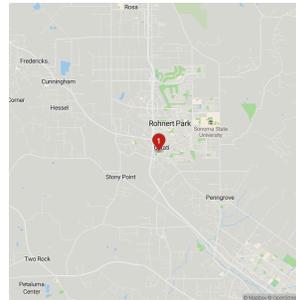
Description

Annual planned landscaping improvements along roadways throughout the City. Projects are planned to coordinate with street paving improvement projects, but can vary depending on needs.

Details

Project Type	Streets Projects
Primary Project Source Document	General Plan
General Plan Consistency	LU 2 - Enhance the quality of life of Cotati residents through the creation and maintenance of well-designed and appropriately served neighborhoods. Policy 2.6

Location



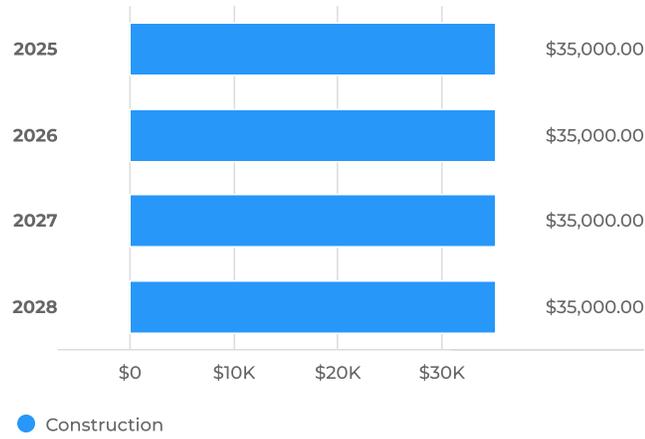
Capital Cost

FY2025 Budget
\$35,000

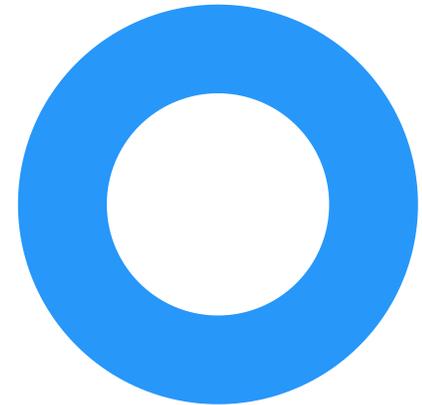
Total Budget (all years)
\$140K

Project Total
\$140K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



● Construction (100%) \$140,000.00
TOTAL \$140,000.00

Capital Cost Breakdown

Capital Cost	FY2025	FY2026	FY2027	FY2028	Total
Construction	\$35,000	\$35,000	\$35,000	\$35,000	\$140,000
Total	\$35,000	\$35,000	\$35,000	\$35,000	\$140,000

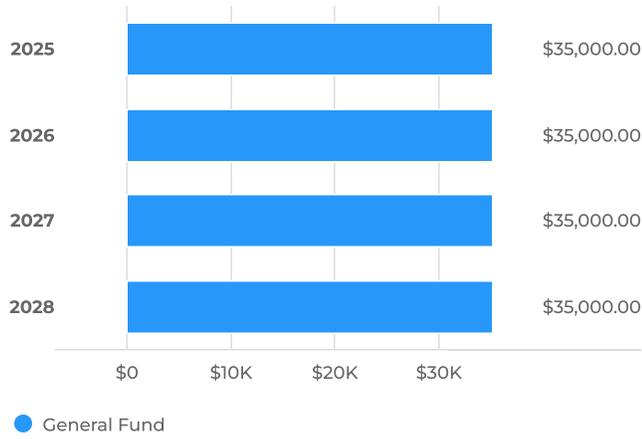
Funding Sources

FY2025 Budget
\$35,000

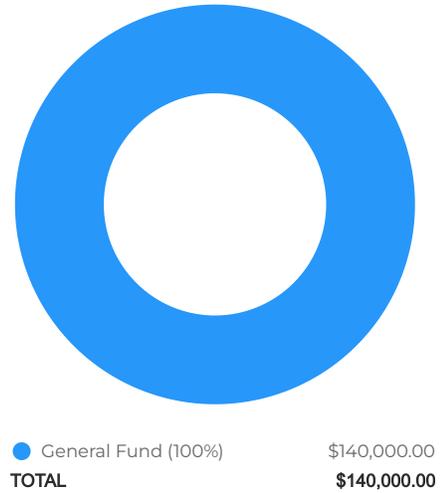
Total Budget (all years)
\$140K

Project Total
\$140K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown					
Funding Sources	FY2025	FY2026	FY2027	FY2028	Total
General Fund	\$35,000	\$35,000	\$35,000	\$35,000	\$140,000
Total	\$35,000	\$35,000	\$35,000	\$35,000	\$140,000

This requests information is generated from , Proposed Version.

Class 1 Pathway Maintenance Project

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	10/01/2024
Est. Completion Date	06/30/2025
Department	Public Works - Streets
Type	Other

Description

Maintain and repair Class 1 pathways. The Project to include one to several of the following pathways, depending on available budget: Laguna de Santa Rosa trail between Gravenstein Way and E. Cotati Avenue, West School Street, between Maple and Richardson, and Delano Park pathway.

Images

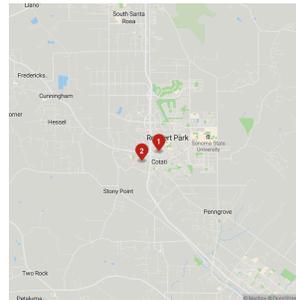


W School Street Pathway

Details

Project Type	Streets Projects
Primary Project Source Document	Renewal and Replacement Needs
General Plan Consistency	CI 1.1 - The Project is consistent with General Plan Community Circulation Objective CI 1.1 - Ensure that the City's circulation network is maintained and improved over time to support build out of the General Plan in a manner that is consistent with the City's Circulation Diagram Figure 2.1.

Location



Supplemental Attachments

 [Laguna Pathway Preliminary Cost Estimate\(/resource/cg-prod-v2/projects/documents/da1840ca42f65f495122.pdf\)](/resource/cg-prod-v2/projects/documents/da1840ca42f65f495122.pdf)

 [Laguna Pathway evaluation exhibit\(/resource/cg-prod-v2/projects/documents/d075fb29994d34473bd2.pdf\)](/resource/cg-prod-v2/projects/documents/d075fb29994d34473bd2.pdf)



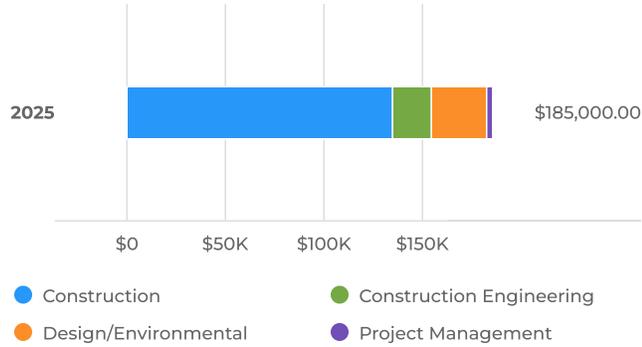
Capital Cost

FY2025 Budget
\$185,000

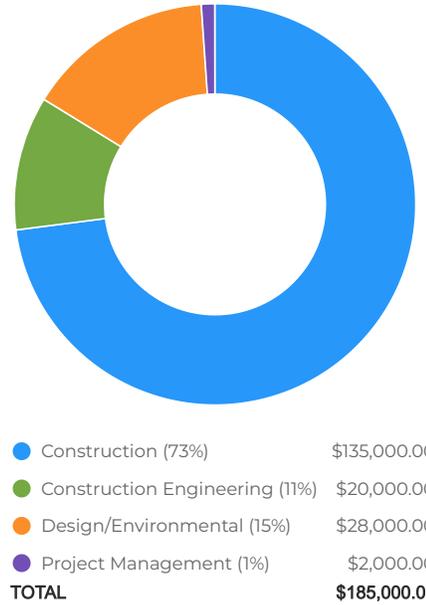
Total Budget (all years)
\$185K

Project Total
\$185K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown		
Capital Cost	FY2025	Total
Design/Environmental	\$28,000	\$28,000
Construction	\$135,000	\$135,000
Construction Engineering	\$20,000	\$20,000
Project Management	\$2,000	\$2,000
Total	\$185,000	\$185,000



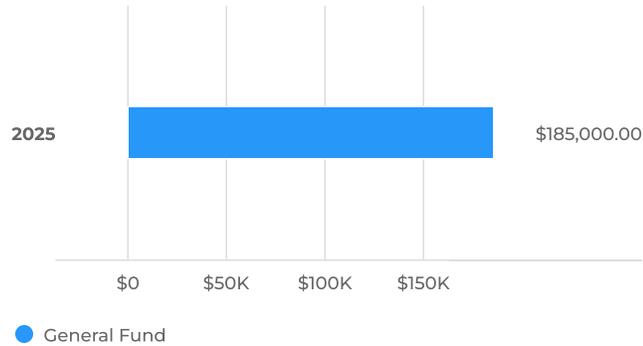
Funding Sources

FY2025 Budget
\$185,000

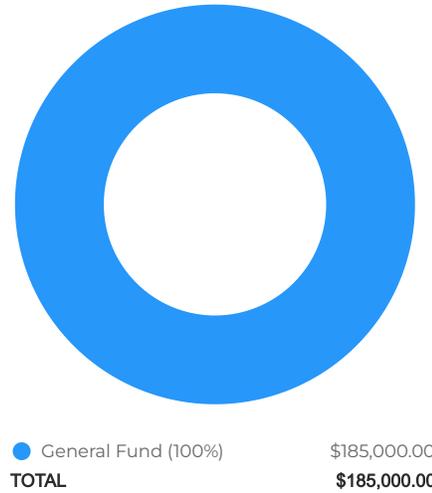
Total Budget (all years)
\$185K

Project Total
\$185K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown		
Funding Sources	FY2025	Total
General Fund	\$185,000	\$185,000
Total	\$185,000	\$185,000

This requests information is generated from , Proposed Version.

East Sierra EV Charging Station

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	07/01/2026
Est. Completion Date	02/01/2027
Department	Public Works - Streets
Type	Capital Improvement

Description

Provides Level 3 (Fast Charging) electrical vehicle charging stations in the City's public parking lot on East Sierra Avenue (behind the fire station).

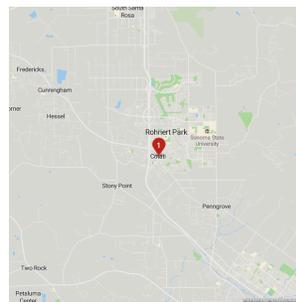
Images



Details

Project Type	Streets Projects
Primary Project Source Document	General Plan
General Plan Consistency	CSF 1 - This project is consistent with General Plan's Community Services and Facilities Element's Goal CSF 1: Provide High Quality Public Services and Facilities to All Residents, Businesses, and Visitors in Cotati.

Location



Capital Cost

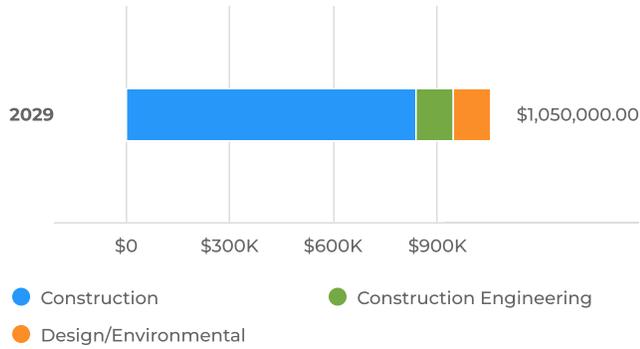
Total Budget (all years)

\$1.05M

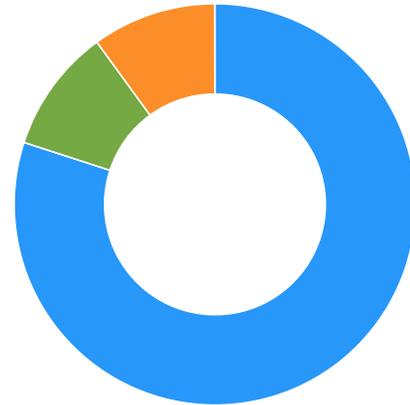
Project Total

\$1.05M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



● Construction (80%)	\$840,000.00
● Construction Engineering (10%)	\$105,000.00
● Design/Environmental (10%)	\$105,000.00
TOTAL	\$1,050,000.00

Capital Cost Breakdown

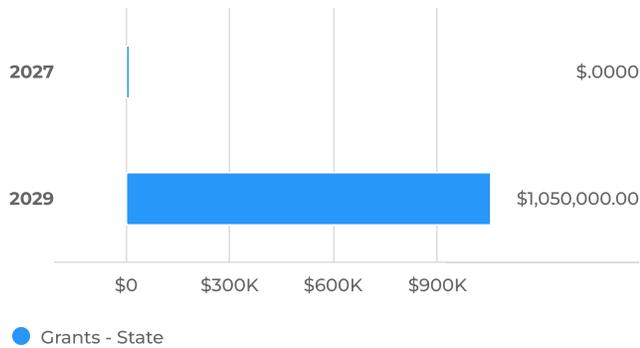
Capital Cost	FY2029	Total
Design/Environmental	\$105,000	\$105,000
Construction	\$840,000	\$840,000
Construction Engineering	\$105,000	\$105,000
Total	\$1,050,000	\$1,050,000

Funding Sources

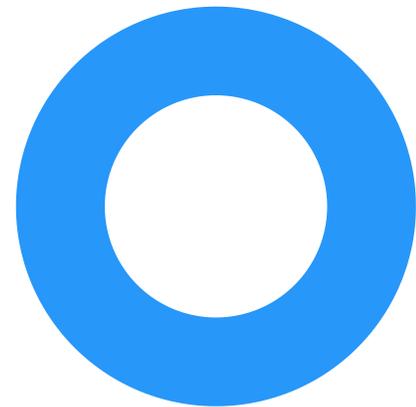
Total Budget (all years)
\$1.05M

Project Total
\$1.05M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



● Grants - State (100%) \$1,050,000.00
TOTAL \$1,050,000.00

Funding Sources Breakdown

Funding Sources	FY2027	FY2029	Total
Grants - State	\$0	\$1,050,000	\$1,050,000
Total	\$0	\$1,050,000	\$1,050,000

This requests information is generated from , Proposed Version.

Gateway Signage

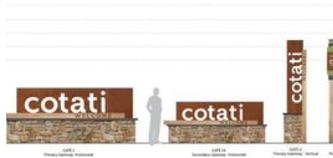
Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	07/01/2020
Est. Completion Date	06/30/2027
Department	Public Works - Streets
Type	Other

Description

This effort is to enhance the City's monuments at main entrance points, replace post mounted signs at minor entrance points, and convert the La Plaza marquee to a digital display. The major gateways into Cotati will be constructed at the main entrances into town, starting with Commerce Blvd , followed by others in subsequent years contingent on budget availability.

Images



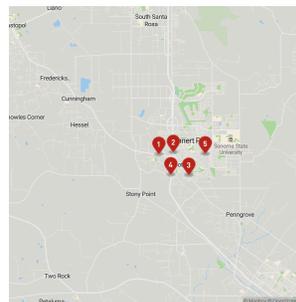
Sign Rendering

Monument and post sign design.

Details

Project Type	Streets Projects
Primary Project Source Document	General Plan
General Plan Consistency	EV 1.E - The Project is consistent with General Plan Community Circulation Objective EV 1e - As part of an overall branding effort, develop an updated signage program including ... "Welcome to Cotati!"/"You are now leaving Cotati" signs maintained at all principal entry/exit points of the City.

Location



Supplemental Attachments

 [Cost Estimate - Commerce\(/resource/cg-prod-v2/projects/documents/a7f385745e3a59d5a0e8.pdf\)](#)

Capital Cost

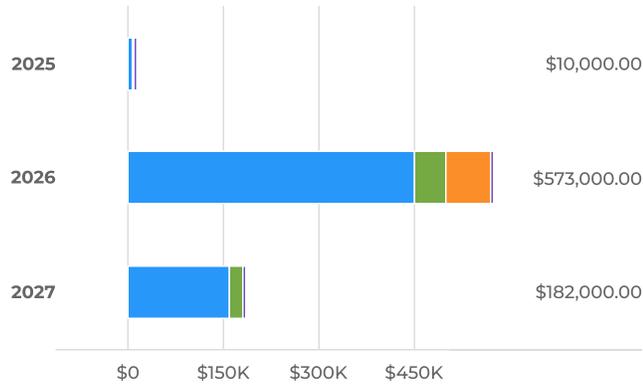
Total Historical
\$84,739

FY2025 Budget
\$10,000

Total Budget (all years)
\$765K

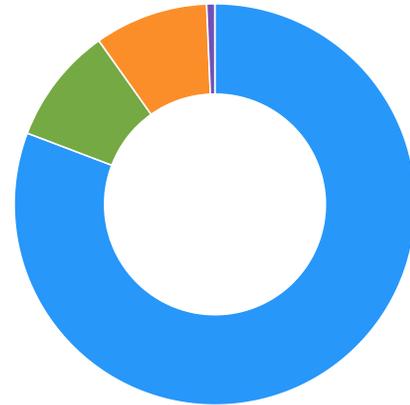
Project Total
\$849.739K

Capital Cost by Year (Proposed)



- Construction
- Construction Engineering
- Design/Environmental
- Project Management

Capital Cost for Budgeted Years (Proposed)



- Construction (81%) \$618,000.00
- Construction Engineering (9%) \$72,000.00
- Design/Environmental (9%) \$70,000.00
- Project Management (1%) \$5,000.00
- TOTAL \$765,000.00**

Capital Cost Breakdown

Capital Cost	Historical	FY2025	FY2026	FY2027	Total
Design/Environmental	\$0	\$0	\$70,000	\$0	\$70,000
Construction	\$64,462	\$8,000	\$450,000	\$160,000	\$682,462
Construction Engineering	\$20,277	\$2,000	\$50,000	\$20,000	\$92,277
Project Management	\$0	\$0	\$3,000	\$2,000	\$5,000
Total	\$84,739	\$10,000	\$573,000	\$182,000	\$849,739



Funding Sources

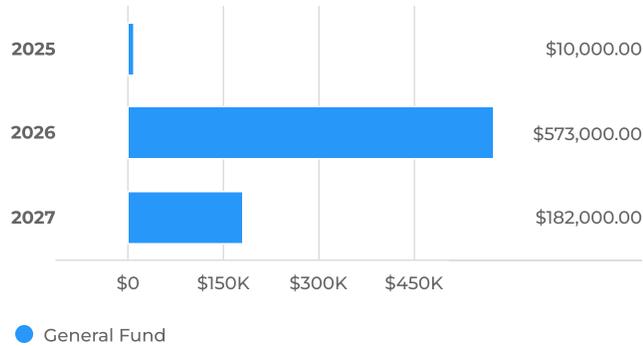
Total Historical
\$84,739

FY2025 Budget
\$10,000

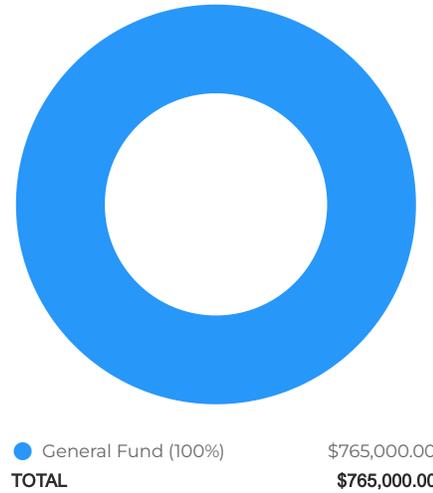
Total Budget (all years)
\$765K

Project Total
\$849.739K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	Historical	FY2025	FY2026	FY2027	Total
General Fund	\$84,739	\$10,000	\$573,000	\$182,000	\$849,739
Total	\$84,739	\$10,000	\$573,000	\$182,000	\$849,739

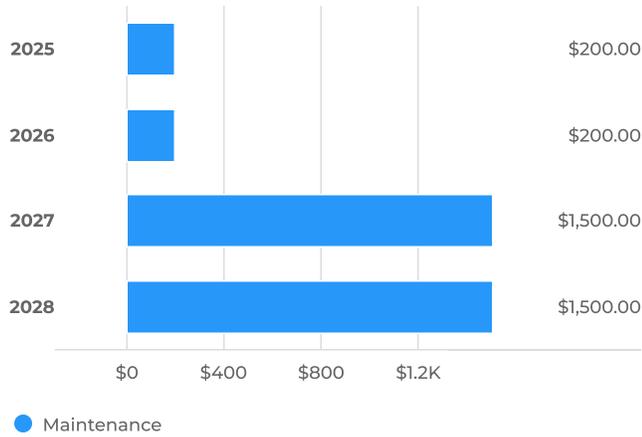
Operational Costs

FY2025 Budget
\$200

Total Budget (all years)
\$3.4K

Project Total
\$3.4K

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown

Operational Costs	FY2025	FY2026	FY2027	FY2028	Total
Maintenance	\$200	\$200	\$1,500	\$1,500	\$3,400
Total	\$200	\$200	\$1,500	\$1,500	\$3,400

This requests information is generated from , Proposed Version.

Gateway Signage - Commerce Monument

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	07/01/2020
Est. Completion Date	06/30/2027
Department	Public Works - Streets
Type	Other

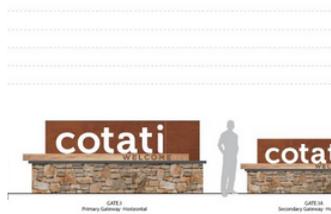
Description

The Project designs and constructs a monument gateway sign on Commerce Blvd at the City limit.

Images



LANDSCAPE CONCEPT
Concept Plan

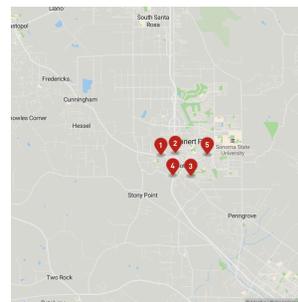


Sign Rendering

Details

Project Type	Streets Projects
Primary Project Source Document	General Plan
General Plan Consistency	EV 1.E - The Project is consistent with General Plan Community Circulation Objective EV 1e - As part of an overall branding effort, develop an updated signage program including ... "Welcome to Cotati"/"You are now leaving Cotati" signs maintained at all principal entry/exit points of the City.

Location



Supplemental Attachments

 [Cost Estimate - Commerce\(/resource/cg-prod-v2/projects/documents/f7e1e44ecf286633b4c3.pdf\)](#)

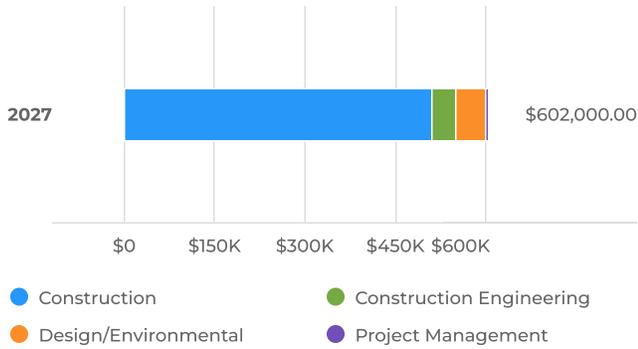
Capital Cost

Total Historical
\$28,500

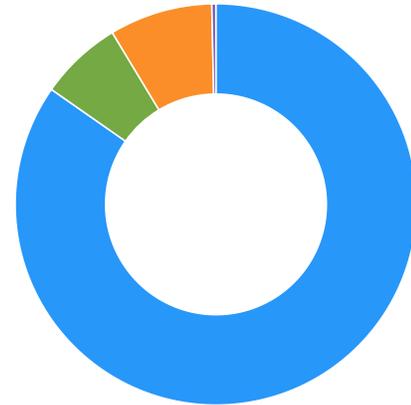
Total Budget (all years)
\$602K

Project Total
\$630.5K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Construction (85%)	\$510,000.00
Construction Engineering (7%)	\$40,000.00
Design/Environmental (8%)	\$50,000.00
Project Management (0%)	\$2,000.00
TOTAL	\$602,000.00

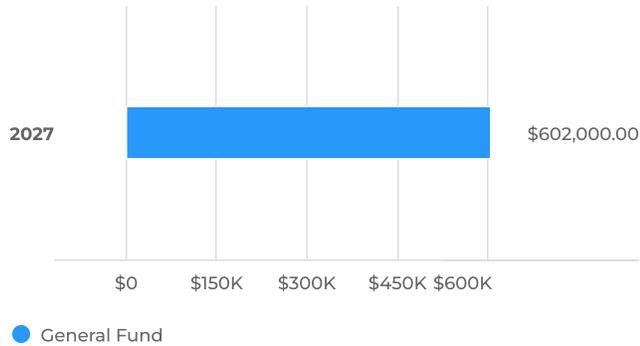
Capital Cost Breakdown

Capital Cost	Historical	FY2027	Total
Design/Environmental	\$28,500	\$50,000	\$78,500
Construction	\$0	\$510,000	\$510,000
Construction Engineering	\$0	\$40,000	\$40,000
Project Management	\$0	\$2,000	\$2,000
Total	\$28,500	\$602,000	\$630,500

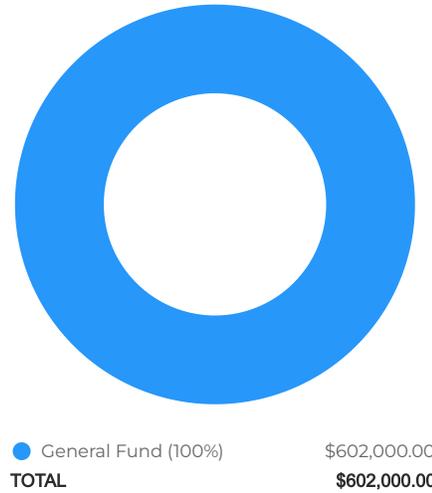
Funding Sources

Total Historical	Total Budget (all years)	Project Total
\$28,500	\$602K	\$630.5K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown			
Funding Sources	Historical	FY2027	Total
General Fund	\$28,500	\$602,000	\$630,500
Total	\$28,500	\$602,000	\$630,500

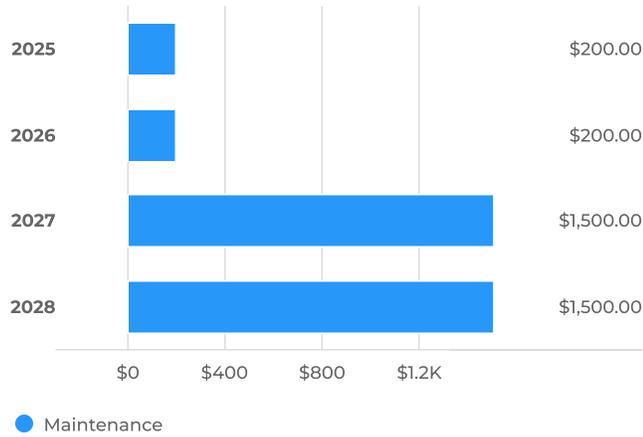
Operational Costs

FY2025 Budget
\$200

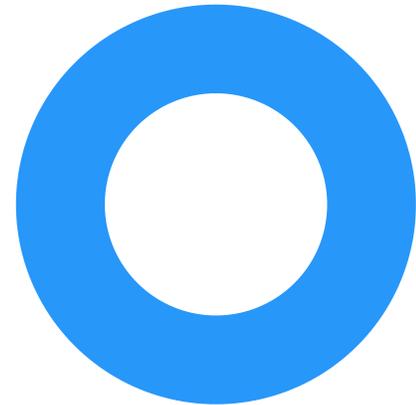
Total Budget (all years)
\$3.4K

Project Total
\$3.4K

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



● Maintenance (100%) \$3,400.00
TOTAL \$3,400.00

Operational Costs Breakdown

Operational Costs	FY2025	FY2026	FY2027	FY2028	Total
Maintenance	\$200	\$200	\$1,500	\$1,500	\$3,400
Total	\$200	\$200	\$1,500	\$1,500	\$3,400

This requests information is generated from , Proposed Version.

Gateway Signage - Marquee Replacement

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	07/01/2020
Est. Completion Date	06/30/2027
Department	Public Works - Streets
Type	Other

Description

This effort is to convert the La Plaza marquee to a digital display.

Images



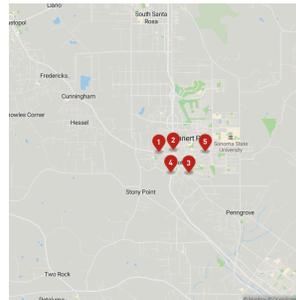
Sign Rendering

Monument and post sign design.

Details

Project Type	Streets Projects
Primary Project Source Document	General Plan
General Plan Consistency	EV 1.E - The Project is consistent with General Plan Community Circulation Objective EV 1e - As part of an overall branding effort, develop an updated signage program including ... "Welcome to Cotati"/"You are now leaving Cotati" signs maintained at all principal entry/exit points of the City.

Location



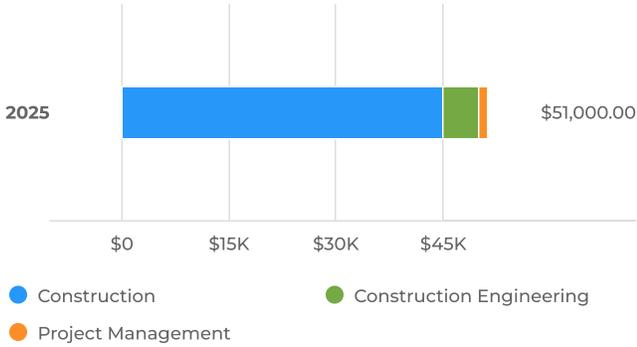
Supplemental Attachments

 [Cost Estimate - Commerce\(/resource/cg-prod-v2/projects/documents/feee10677e15e5f0cb44.pdf\)](#)

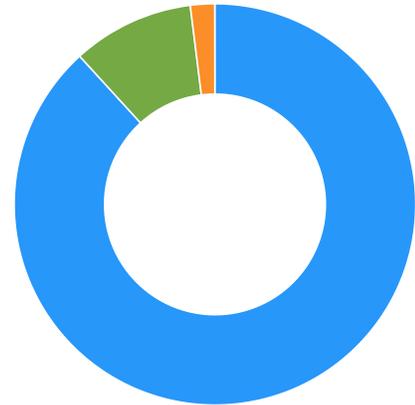
Capital Cost

Total Historical **\$15,000**
 FY2025 Budget **\$51,000**
 Total Budget (all years) **\$51K**
 Project Total **\$66K**

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Construction (88%) \$45,000.00
 Construction Engineering (10%) \$5,000.00
 Project Management (2%) \$1,000.00
TOTAL **\$51,000.00**

Capital Cost Breakdown

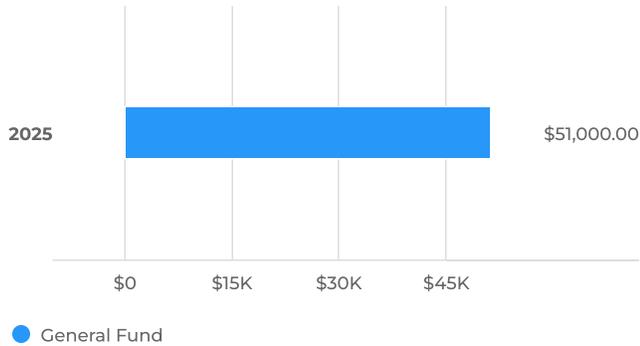
Capital Cost	Historical	FY2025	Total
Design/Environmental	\$15,000	\$0	\$15,000
Construction	\$0	\$45,000	\$45,000
Construction Engineering	\$0	\$5,000	\$5,000
Project Management	\$0	\$1,000	\$1,000
Total	\$15,000	\$51,000	\$66,000



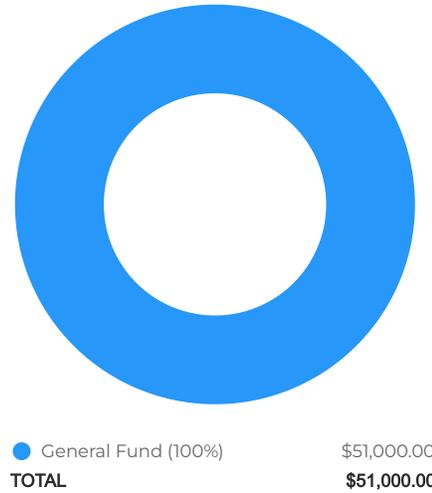
Funding Sources

Total Historical	FY2025 Budget	Total Budget (all years)	Project Total
\$15,000	\$51,000	\$51K	\$66K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	Historical	FY2025	Total
General Fund	\$15,000	\$51,000	\$66,000
Total	\$15,000	\$51,000	\$66,000



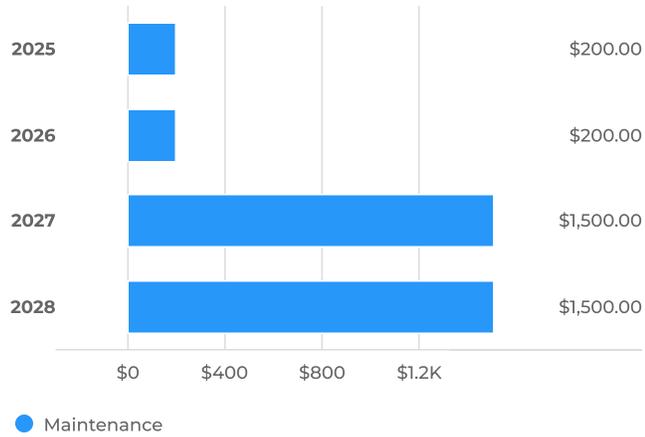
Operational Costs

FY2025 Budget
\$200

Total Budget (all years)
\$3.4K

Project Total
\$3.4K

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown

Operational Costs	FY2025	FY2026	FY2027	FY2028	Total
Maintenance	\$200	\$200	\$1,500	\$1,500	\$3,400
Total	\$200	\$200	\$1,500	\$1,500	\$3,400

This requests information is generated from , Proposed Version.

Highway 116/West Cotati Avenue Intersection Safety Improvements

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	07/01/2022
Est. Completion Date	06/30/2026
Department	Public Works - Streets
Type	Capital Improvement

Description

The Project will realign and signalize the intersection of State Highway 116 and West Cotati Avenue. The Project will widen Highway 116 east and west of the proposed signalized intersection and create turn lanes and install bicycle and pedestrian features to improve safety and community connectivity. Highway 116 is a busy regional highway with no pedestrian or bicycle crossings in Cotati west of Redwood Drive. The Project will provide a pedestrian and bicycle crossing and install bike lanes and sidewalks around the proposed intersection. The addition of turn lanes will improve vehicular safety.

Images



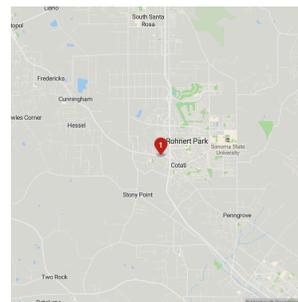
Concept Plan

Concept Plan presented to the Planning Commission on June 19, 2023.

Details

Project Type	Streets Projects
Primary Project	Traffic Impact Fee Study
Source Document	
General Plan Consistency	CI 1.1 - The Project is consistent with General Plan Community Circulation Objective CI 1.1 - Ensure that the City's circulation network is maintained and improved over time to support build out of the General Plan in a manner that is consistent with the City's Circulation Diagram Figure 2.1.

Location



Supplemental Attachments

 [Alignment concepts\(/resource/cg-prod-v2/projects/documents/96b0a434617d135287aa.pdf\)](/resource/cg-prod-v2/projects/documents/96b0a434617d135287aa.pdf)

From F&Ps as of 2-2023

 [Envir Survey extents\(/resource/cg-prod-v2/projects/documents/10ecc6fc852818d3cbee.pdf\)](/resource/cg-prod-v2/projects/documents/10ecc6fc852818d3cbee.pdf)

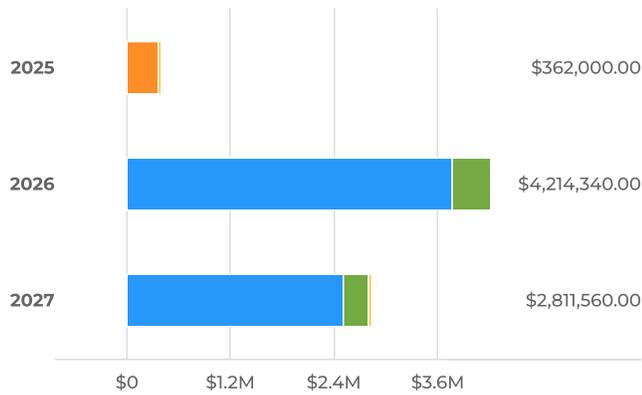
As of 2-2023



Capital Cost

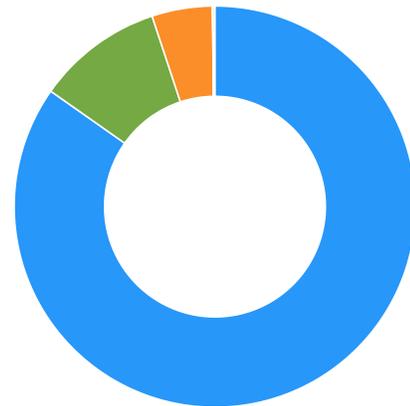
Total Historical **\$230,473** FY2025 Budget **\$362,000** Total Budget (all years) **\$7.388M** Project Total **\$7.618M**

Capital Cost by Year (Proposed)



- Construction
- Design/Environmental
- Project Management
- Construction Engineering
- Procurement

Capital Cost for Budgeted Years (Proposed)



- Construction (85%) \$6,262,400.00
- Construction Engineering (10%) \$751,500.00
- Design/Environmental (5%) \$360,000.00
- Procurement (0%) \$2,000.00
- Project Management (0%) \$12,000.00
- TOTAL** **\$7,387,900.00**

Capital Cost Breakdown

Capital Cost	Historical	FY2025	FY2026	FY2027	Total
Design/Environmental	\$230,473	\$360,000	\$0	\$0	\$590,473
Construction	\$0	\$0	\$3,757,440	\$2,504,960	\$6,262,400
Construction Engineering	\$0	\$0	\$450,900	\$300,600	\$751,500
Project Management	\$0	\$2,000	\$5,000	\$5,000	\$12,000
Procurement	\$0	\$0	\$1,000	\$1,000	\$2,000
Total	\$230,473	\$362,000	\$4,214,340	\$2,811,560	\$7,618,373

Funding Sources

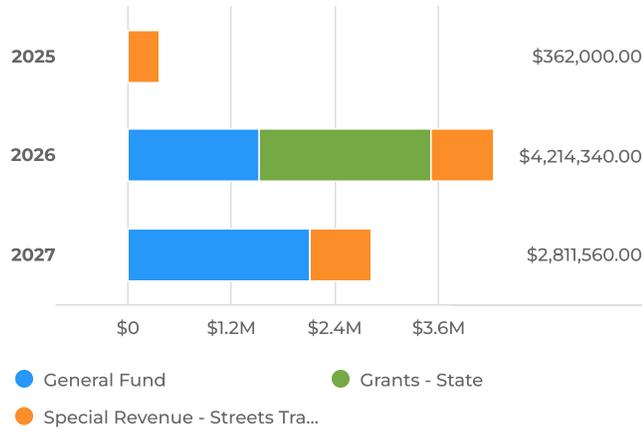
Total Historical
\$230,473

FY2025 Budget
\$362,000

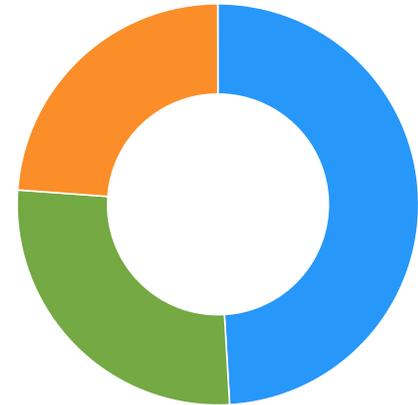
Total Budget (all years)
\$7.388M

Project Total
\$7.618M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



● General Fund (49%) \$3,625,900.00
● Grants - State (27%) \$2,000,000.00
● Special Revenue - Streets Traffic Impact Fee
TOTAL **\$7,387,900.00**

Funding Sources Breakdown

Funding Sources	Historical	FY2025	FY2026	FY2027	Total
General Fund	\$230,473	\$0	\$1,514,340	\$2,111,560	\$3,856,373
Special Revenue - Streets Traffic Impact Fee	\$0	\$362,000	\$700,000	\$700,000	\$1,762,000
Grants - State	\$0	\$0	\$2,000,000	\$0	\$2,000,000
Total	\$230,473	\$362,000	\$4,214,340	\$2,811,560	\$7,618,373

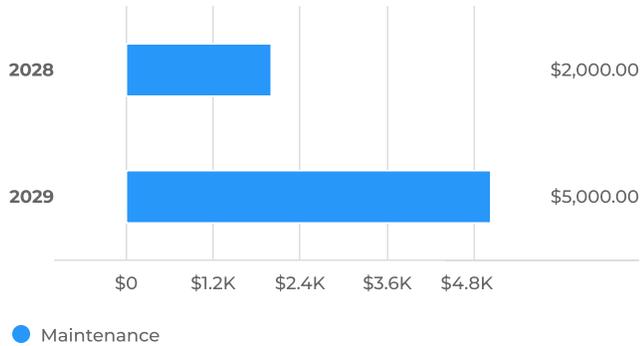


Operational Costs

Total Budget (all years)
\$7K

Project Total
\$7K

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown			
Operational Costs	FY2028	FY2029	Total
Maintenance	\$2,000	\$5,000	\$7,000
Total	\$2,000	\$5,000	\$7,000

This requests information is generated from , Proposed Version.

Park and Ride Replacement Project

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	06/15/2022
Est. Completion Date	06/30/2025
Department	Public Works - Streets
Type	Other

Description

The City entered into a "Functional Replacement and Exchange Agreement Cotati Park and Ride" with Caltrans for the City to acquire the Park and Ride lot at the corner of Highway 116 and Old Redwood Highway providing the City construct replacement Park and Ride parking spots at the Airport Boulevard Site, Petaluma Boulevard South Park and Ride, and maintain 30 parking spaces at the Cotati location. The City sold the property for development and the sale proceeds are intended to be used for the replacement parking spaces.

Images

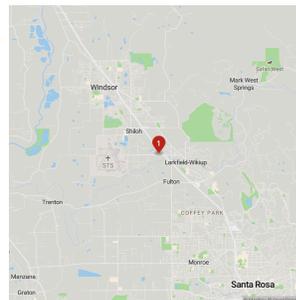


Airport Parking Lot

Details

Project Type	Streets Projects
Primary Project Source Document	General Plan
General Plan Consistency	CI 2 - The Project is consistent with General Plan Community Circulation Objective CI 2 - Maintain and expand a safe and efficient pedestrian, bicycle and transit network that connects neighborhoods with key destinations to encourage travel by non-automobile modes while also improving public health.

Location



Supplemental Attachments

 [Opinion of Construction Cost - Petaluma\(/resource/cg-prod-v2/projects/documents/e8b372f04410df4d87fd.pdf\)](/resource/cg-prod-v2/projects/documents/e8b372f04410df4d87fd.pdf)

April 2020.

 [Opinion of Construction Cost - Windsor\(/resource/cg-prod-v2/projects/documents/a0db1ace9b1e26356dce.pdf\)](/resource/cg-prod-v2/projects/documents/a0db1ace9b1e26356dce.pdf)

April 2020

 [ENR CCI\(/resource/cg-prod-v2/projects/documents/7325664175f4d9997978.JPG\)](/resource/cg-prod-v2/projects/documents/7325664175f4d9997978.JPG)

Used to escalate the April 2020 OPCs for Windsor and Petaluma Park N Ride lots to February 2023 dollars. Multiplier is 1.154.

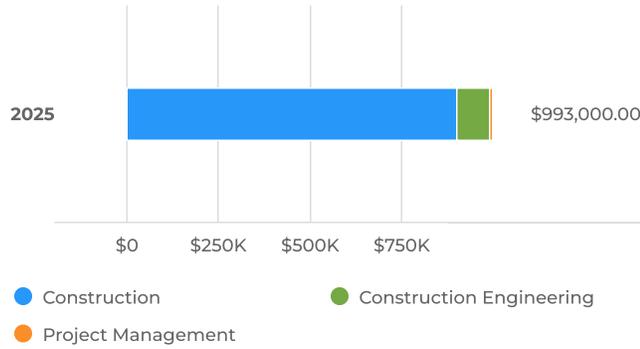


Used to determine prior costs. Project Accounting nor BKF vendor information do not capture these costs.

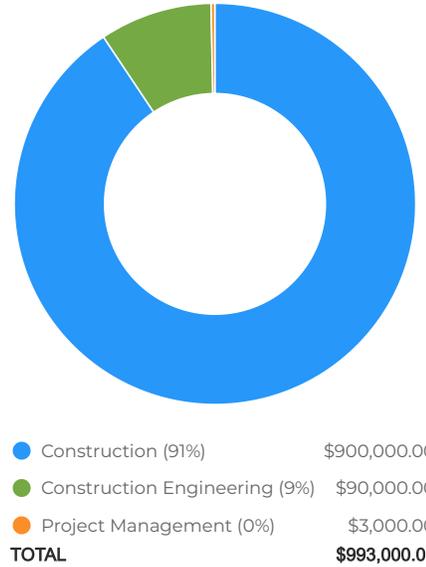
Capital Cost

Total Historical	FY2025 Budget	Total Budget (all years)	Project Total
\$2,557,734	\$993,000	\$993K	\$3.551M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)

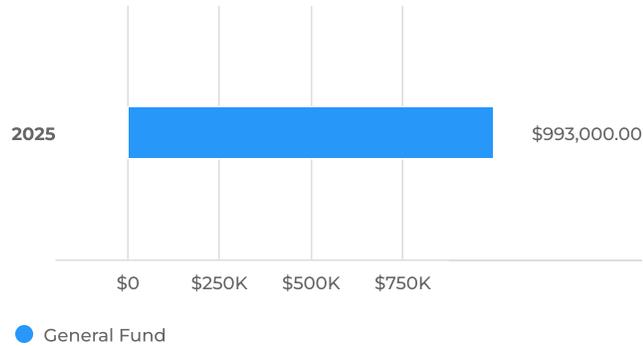


Capital Cost Breakdown			
Capital Cost	Historical	FY2025	Total
Design/Environmental	\$300,000	\$0	\$300,000
Construction	\$1,969,734	\$900,000	\$2,869,734
Construction Engineering	\$280,000	\$90,000	\$370,000
Project Management	\$8,000	\$3,000	\$11,000
Total	\$2,557,734	\$993,000	\$3,550,734

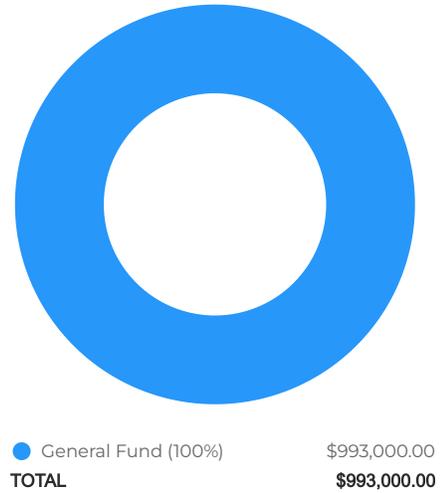
Funding Sources

Total Historical	FY2025 Budget	Total Budget (all years)	Project Total
\$2,557,734	\$993,000	\$993K	\$3.551M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	Historical	FY2025	Total
General Fund	\$207,734	\$993,000	\$1,200,734
Other Source	\$2,350,000	\$0	\$2,350,000
Total	\$2,557,734	\$993,000	\$3,550,734

This requests information is generated from , Proposed Version.

Redwood Drive and Cypress Avenue Pavement Rehabilitation

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	12/14/2022
Est. Completion Date	08/01/2024
Department	Public Works - Streets
Type	Capital Improvement

Description

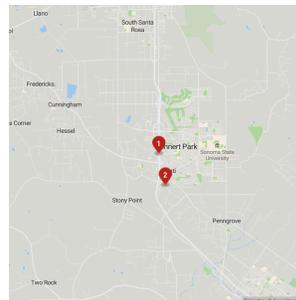
Project will rehabilitate Redwood Drive and Cypress Avenue and include replacing faded and worn signage, upgrading bike lanes, enhancing traffic-calming features including striping to narrow lanes and creating bike lane buffers, and upgrade noncompliant ADA ramps. A total of 1.8 miles of streets to be rehabilitated.

Project will maintain or upgrade the bike lanes to be consistent with the City's Active Transportation Plan (ATP). There is an existing Class II bike lane on Redwood Drive and it will be enhanced with new striping for narrower travel lanes and separation between the bike and travel lanes. Cypress Avenue has no existing bike lanes and a new Class II/III bike lanes will be included in the project to partially implement the ATP improvements. Bike lanes that require an expansion of the roadway section are not included in this project.

Details

Project Type	Streets Projects
Primary Project Source Document	Pavement Management Plan
General Plan Consistency	CI 1.1 - The Project is consistent with General Plan Community Circulation Objective CI 1.1 - Ensure that the City's circulation network is maintained and improved over time to support build out of the General Plan in a manner that is consistent with the City's Circulation Diagram Figure 2.1.

Location



Supplemental Attachments

 [Construction Schedule\(/resource/cg-prod-v2/projects/documents/8c8e8bd7225edaf0eb34.pdf\)](/resource/cg-prod-v2/projects/documents/8c8e8bd7225edaf0eb34.pdf)

Capital Cost

Total Historical
\$3,161,253

FY2025 Budget
\$104,000

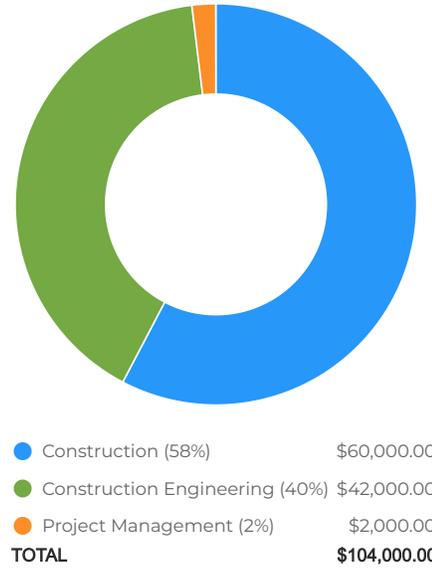
Total Budget (all years)
\$104K

Project Total
\$3.265M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown			
Capital Cost	Historical	FY2025	Total
Design/Environmental	\$323,880	\$0	\$323,880
Construction	\$2,533,340	\$60,000	\$2,593,340
Construction Engineering	\$300,033	\$42,000	\$342,033
Project Management	\$4,000	\$2,000	\$6,000
Total	\$3,161,253	\$104,000	\$3,265,253



Funding Sources

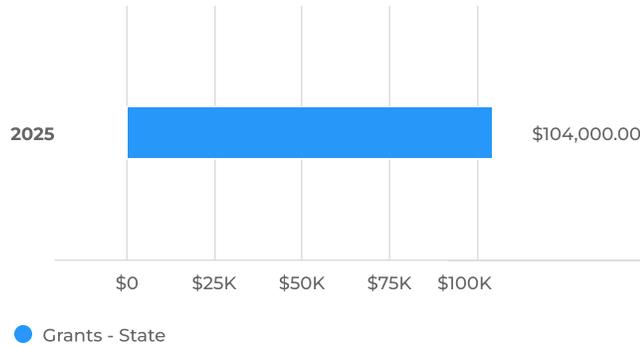
Total Historical
\$3,161,253

FY2025 Budget
\$104,000

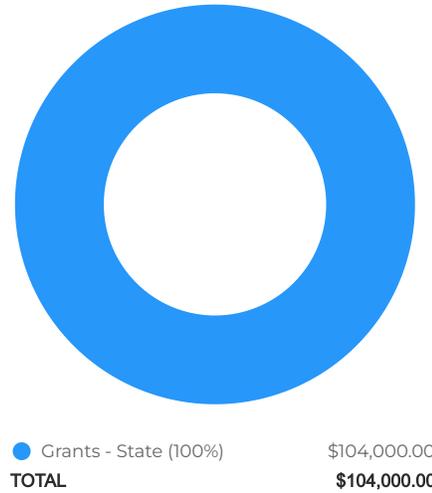
Total Budget (all years)
\$104K

Project Total
\$3.265M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown			
Funding Sources	Historical	FY2025	Total
General Fund	\$1,919,253	\$0	\$1,919,253
Grants - State	\$842,000	\$104,000	\$946,000
Special Revenues - Road Impact Fees (Garbage)	\$400,000	\$0	\$400,000
Total	\$3,161,253	\$104,000	\$3,265,253

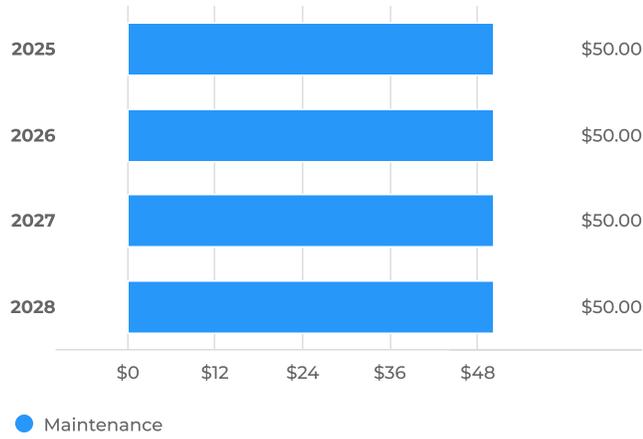
Operational Costs

FY2025 Budget
\$50

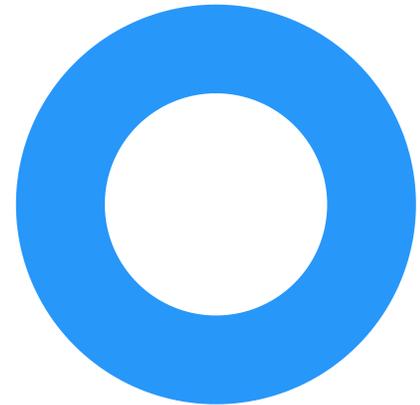
Total Budget (all years)
\$200

Project Total
\$200

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



● Maintenance (100%) \$200.00
TOTAL \$200.00

Operational Costs Breakdown

Operational Costs	FY2025	FY2026	FY2027	FY2028	Total
Maintenance	\$50	\$50	\$50	\$50	\$200
Total	\$50	\$50	\$50	\$50	\$200

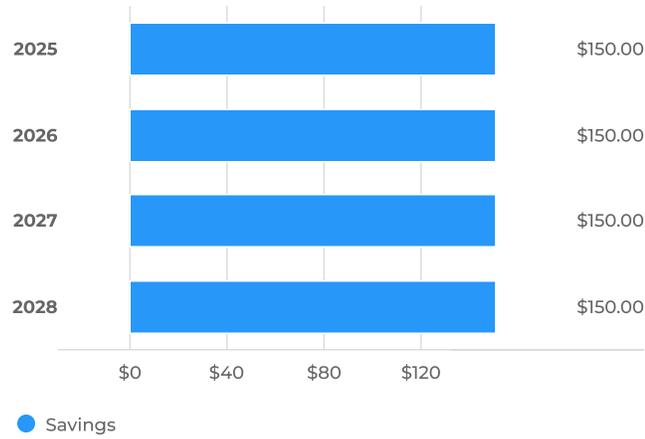
Cost Savings

FY2025 Budget
\$150

Total Budget (all years)
\$600

Project Total
\$600

Cost Savings by Year (Proposed)



Cost Savings for Budgeted Years (Proposed)



Cost Savings Breakdown

Cost Savings	FY2025	FY2026	FY2027	FY2028	Total
Savings	\$150	\$150	\$150	\$150	\$600
Total	\$150	\$150	\$150	\$150	\$600

This requests information is generated from , Proposed Version.

Sidewalk Gap Closures

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	07/03/2023
Est. Completion Date	06/30/2025
Department	Public Works - Streets
Type	Capital Improvement

Description

The Project constructs sidewalks to close gaps throughout the City and upgrades ADA ramps. The sections of roadways for the new sidewalks include portions of West Cotati Avenue and along West School Street between Clifford and Maple, to complete the Class 1 pathway to Thomas Page Academy.

On the east side of Highway 101, the new and repaired sidewalk sections consist of Valparaiso from Cotati Creek to the entrance to Delano Park, 220 feet of sidewalk from the Veteran's Memorial parking lot to Myrtle Avenue, completion of sidewalk along Page Street and approximately 65 feet along Olof Street to West Sierra Avenue.

Images



Sidewalk

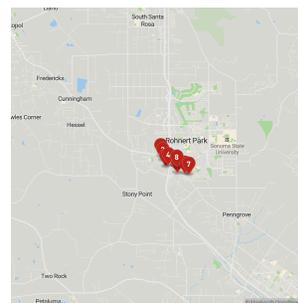


Maple and W School

Details

Project Type	Streets Projects
Primary Project Source Document	Bike Ped Master Plan
General Plan Consistency	CI 2 - The Project is consistent with General Plan Community Circulation Objective CI 2 - Maintain and expand a safe and efficient pedestrian, bicycle and transit network that connects neighborhoods with key destinations to encourage travel by non-automobile modes while also improving public health.

Location



Supplemental Attachments

 [65% Cost Estimate\(/resource/cg-prod-v2/projects/documents/37c2a43fa15523085a23.pdf\)](/resource/cg-prod-v2/projects/documents/37c2a43fa15523085a23.pdf)

 [65% Plans\(/resource/cg-prod-v2/projects/documents/a7af324b8bc4ad8f2062.pdf\)](/resource/cg-prod-v2/projects/documents/a7af324b8bc4ad8f2062.pdf)



Capital Cost

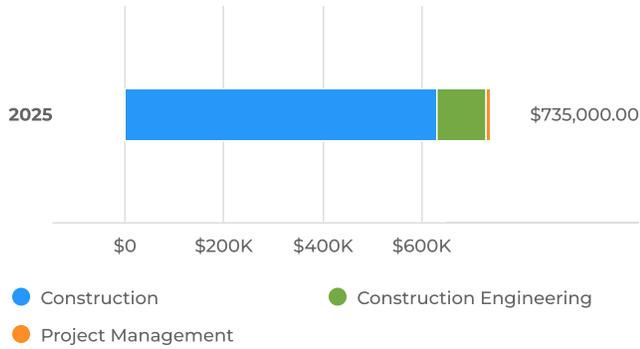
Total Historical
\$163,000

FY2025 Budget
\$735,000

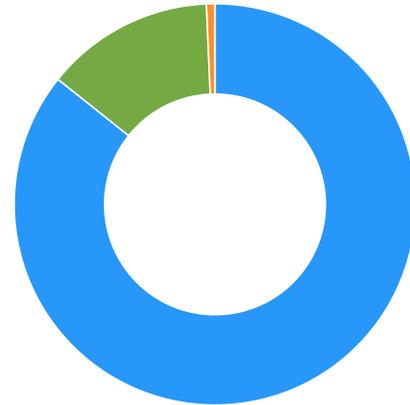
Total Budget (all years)
\$735K

Project Total
\$898K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Construction (86%)	\$630,000.00
Construction Engineering (14%)	\$100,000.00
Project Management (1%)	\$5,000.00
TOTAL	\$735,000.00

Capital Cost Breakdown

Capital Cost	Historical	FY2025	Total
Design/Environmental	\$163,000	\$0	\$163,000
Construction	\$0	\$630,000	\$630,000
Construction Engineering	\$0	\$100,000	\$100,000
Project Management	\$0	\$5,000	\$5,000
Total	\$163,000	\$735,000	\$898,000

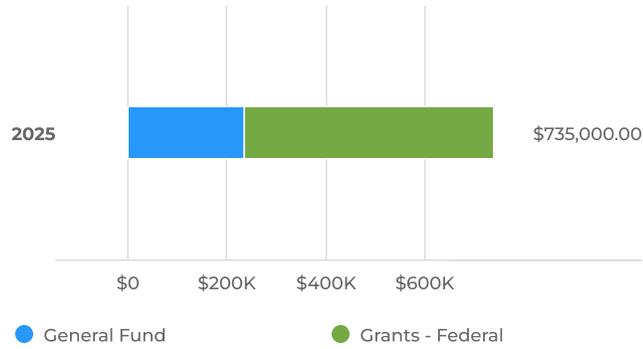
Funding Sources

FY2025 Budget
\$735,000

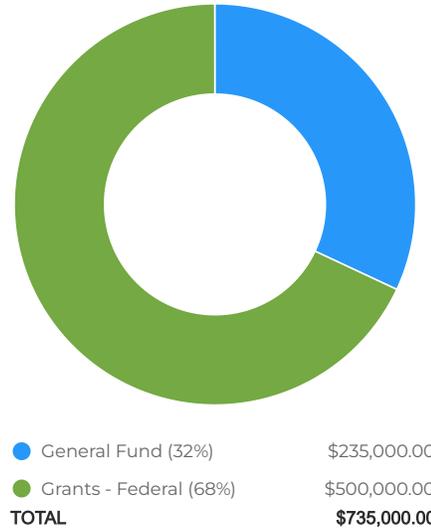
Total Budget (all years)
\$735K

Project Total
\$735K

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2025	Total
General Fund	\$235,000	\$235,000
Grants - Federal	\$500,000	\$500,000
Total	\$735,000	\$735,000

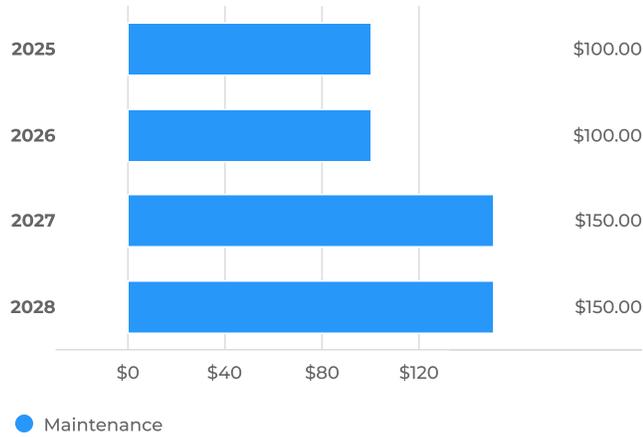
Operational Costs

FY2025 Budget
\$100

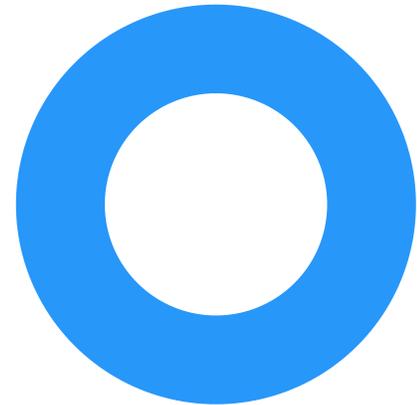
Total Budget (all years)
\$500

Project Total
\$500

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



● Maintenance (100%) \$500.00
TOTAL \$500.00

Operational Costs Breakdown

Operational Costs	FY2025	FY2026	FY2027	FY2028	Total
Maintenance	\$100	\$100	\$150	\$150	\$500
Total	\$100	\$100	\$150	\$150	\$500

This request information is generated from , Proposed Version.

Traffic Signal At William/George and Old Redwood Highway

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	08/03/2026
Est. Completion Date	06/30/2027
Department	Public Works - Streets
Type	Other

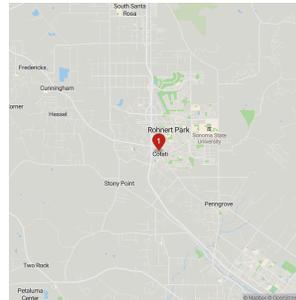
Description

This is a traffic impact fee study capital project and consists of installing a new traffic signal at the intersection of William Street/George Street and Old Redwood Highway. The project design was completed to a 65% level as part of the Traffic Flow Improvements Project.

Details

Project Type	Streets Projects
Primary Project Source Document	Traffic Impact Fee Study
General Plan Consistency	CI 1.1 - The Project is consistent with General Plan Community Circulation Objective CI 1.1 - Ensure that the City's circulation network is maintained and improved over time to support build out of the General Plan in a manner that is consistent with the City's Circulation Diagram Figure 2.1.

Location



Capital Cost

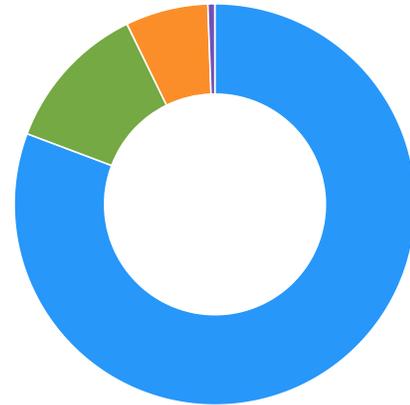
Total Budget (all years)
\$1.08M

Project Total
\$1.08M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Construction (81%)	\$872,000.00
Construction Engineering (12%)	\$130,000.00
Design/Environmental (7%)	\$72,000.00
Project Management (1%)	\$6,000.00
TOTAL	\$1,080,000.00

Capital Cost Breakdown

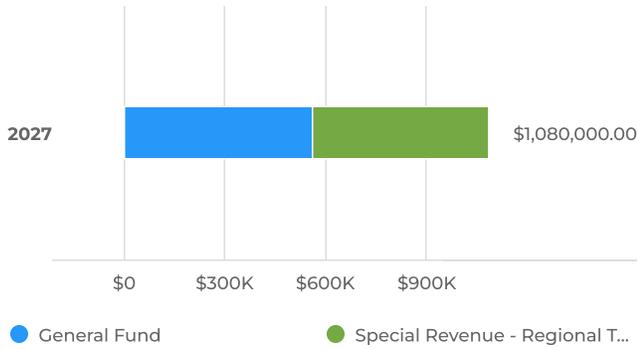
Capital Cost	FY2027	Total
Design/Environmental	\$72,000	\$72,000
Construction	\$872,000	\$872,000
Construction Engineering	\$130,000	\$130,000
Project Management	\$6,000	\$6,000
Total	\$1,080,000	\$1,080,000

Funding Sources

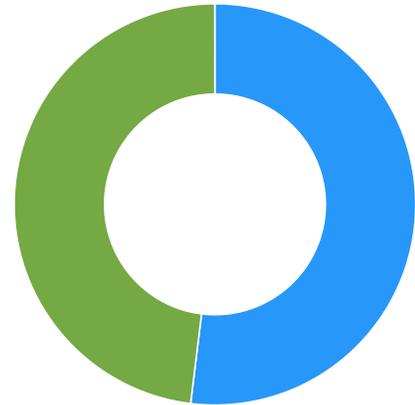
Total Budget (all years)
\$1.08M

Project Total
\$1.08M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



● General Fund (52%) \$561,000.00
● Special Revenue - Regional Traffic Mitigation
TOTAL **\$1,080,000.00**

Funding Sources Breakdown

Funding Sources	FY2027	Total
General Fund	\$561,000	\$561,000
Special Revenue - Regional Traffic Mitigation	\$519,000	\$519,000
Total	\$1,080,000	\$1,080,000

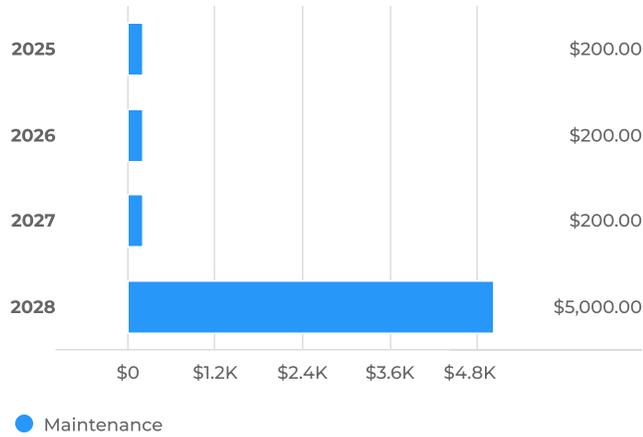
Operational Costs

FY2025 Budget
\$200

Total Budget (all years)
\$5.6K

Project Total
\$5.6K

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown

Operational Costs	FY2025	FY2026	FY2027	FY2028	Total
Maintenance	\$200	\$200	\$200	\$5,000	\$5,600
Total	\$200	\$200	\$200	\$5,000	\$5,600

This requests information is generated from , Proposed Version.

Valparaiso Avenue and Helman Lane Pavement Rehabilitation

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	09/01/2025
Est. Completion Date	10/01/2026
Department	Public Works - Streets
Type	Capital Improvement

Description

Project rehabilitates Valparaiso Avenue from Cotati Creek to Fehler Lane and Helman Lane between Redwood Drive and the City Limits. Valparaiso Avenue has existing paving index ranging from 16 to 28 and is proposed for edge grind, dig outs, fabric and overlay. The Project to include feasible enhancements to slow traffic and improve bicycle and pedestrian safety by narrowing travel lanes, providing a buffer between the bicycle lane and traffic lane and updated high visibility signage. There are no current bike lanes on Valparaiso Avenue and the Project is to consider installation of a new Class 2 bicycle lanes for these stretches, when feasible within the existing pavement footprint, consistent with the Active Transportation Plan. Project to include installation of a sidewalk/pathway on one side of Valparaiso Avenue.

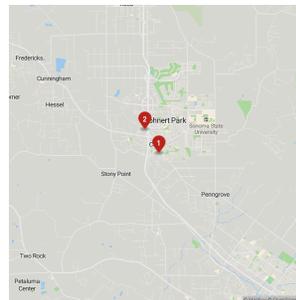
Images



Details

Project Type	Streets Projects
Primary Project Source Document	Pavement Management Plan
General Plan Consistency	CI 1.1 - The Project is consistent with General Plan Community Circulation Objective CI 1.1 - Ensure that the City's circulation network is maintained and improved over time to support build out of the General Plan in a manner that is consistent with the City's Circulation Diagram Figure 2.1.

Location

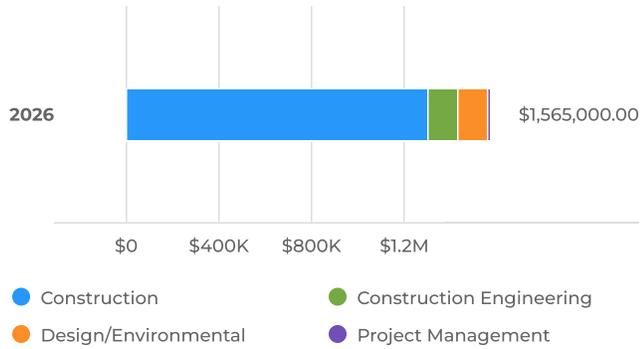


Capital Cost

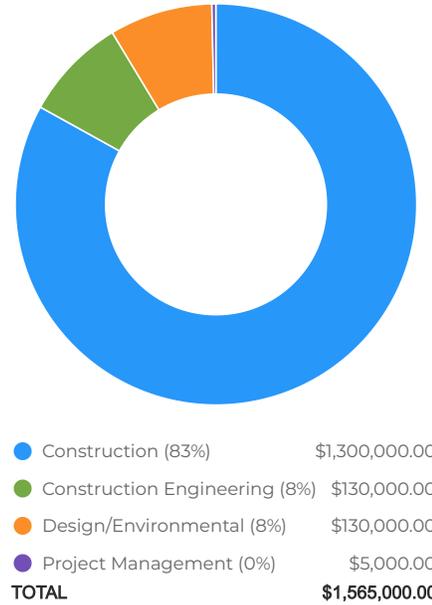
Total Budget (all years)
\$1.565M

Project Total
\$1.565M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



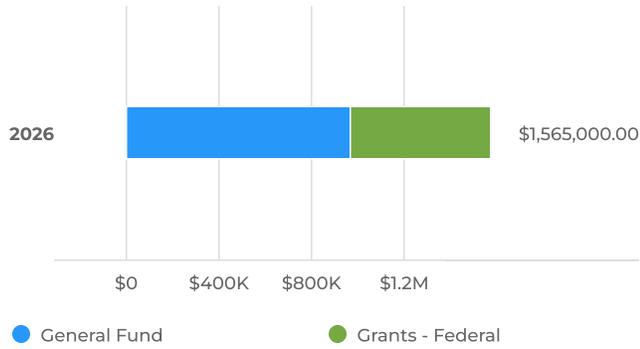
Capital Cost Breakdown		
Capital Cost	FY2026	Total
Design/Environmental	\$130,000	\$130,000
Construction	\$1,300,000	\$1,300,000
Construction Engineering	\$130,000	\$130,000
Project Management	\$5,000	\$5,000
Total	\$1,565,000	\$1,565,000

Funding Sources

Total Budget (all years)
\$1.565M

Project Total
\$1.565M

Funding Sources by Year (Proposed)



Funding Sources for Budgeted Years (Proposed)



Funding Sources Breakdown

Funding Sources	FY2026	Total
General Fund	\$965,000	\$965,000
Grants - Federal	\$600,000	\$600,000
Total	\$1,565,000	\$1,565,000



Operational Costs

Total Budget (all years)
\$100

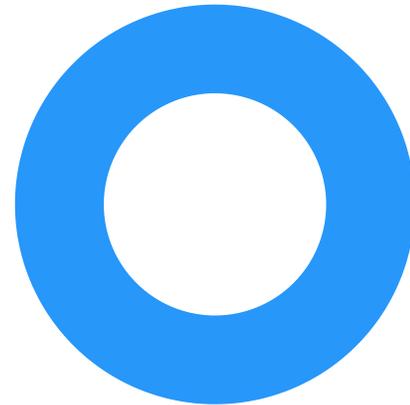
Project Total
\$100

Operational Costs by Year (Proposed)



● Maintenance

Operational Costs for Budgeted Years (Proposed)



● Maintenance (100%) \$100.00
TOTAL \$100.00

Operational Costs Breakdown

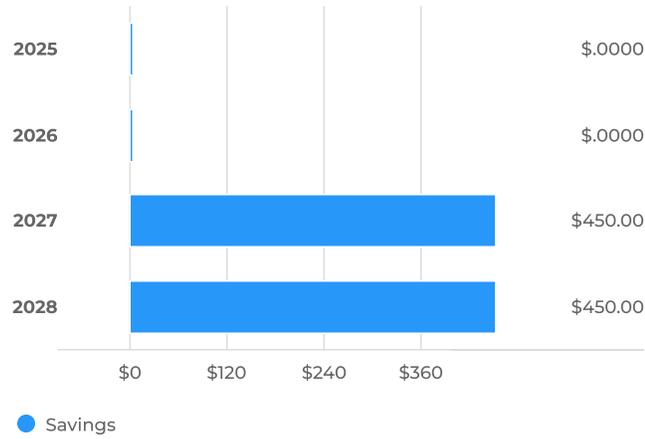
Operational Costs	FY2027	FY2028	Total
Maintenance	\$50	\$50	\$100
Total	\$50	\$50	\$100

Cost Savings

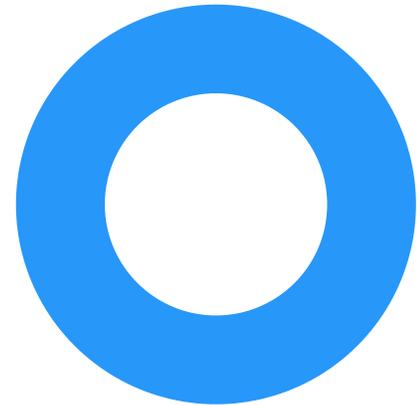
Total Budget (all years)
\$900

Project Total
\$900

Cost Savings by Year (Proposed)



Cost Savings for Budgeted Years (Proposed)



● Savings (100%) \$900.00
TOTAL \$900.00

Cost Savings Breakdown

Cost Savings	FY2025	FY2026	FY2027	FY2028	Total
Savings	\$0	\$0	\$450	\$450	\$900
Total	\$0	\$0	\$450	\$450	\$900

SEWER REQUESTS



This requests information is generated from , Proposed Version.

Manhole Lateral Repair/Improvement

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	07/01/2026
Est. Completion Date	06/30/2027
Department	Sewer
Type	Capital Improvement

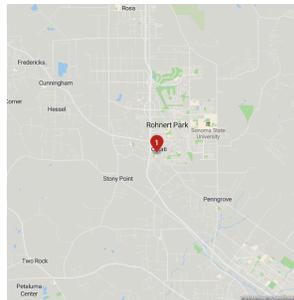
Description

Continued repair of manholes and lateral connections in sewer lines to limit excess storm water flowing into system.

Details

Project Type	Sewer Projects
Primary Project Source Document	Sewer Infiltration and Inflow Study
General Plan Consistency	CSF 2.18 - The Project is consistent with General Plan Community Services and Facilities Policy CSF 2.18: Maintain adequate sewage conveyance infrastructure to meet existing and projected demand throughout the life of the General Plan.

Location

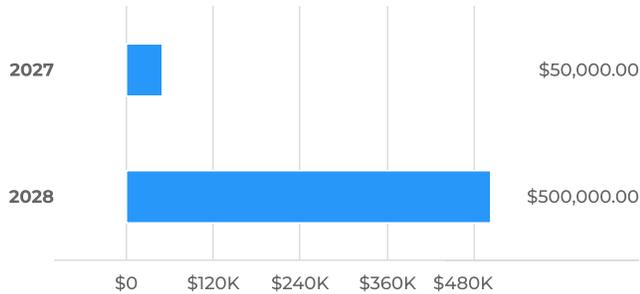


Capital Cost

Total Budget (all years)
\$550K

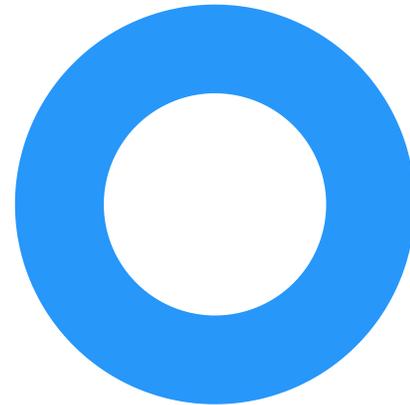
Project Total
\$550K

Capital Cost by Year (Proposed)



● Design/Environmental

Capital Cost for Budgeted Years (Proposed)



● Design/Environmental (100%) \$550,000.00
TOTAL \$550,000.00

Capital Cost Breakdown

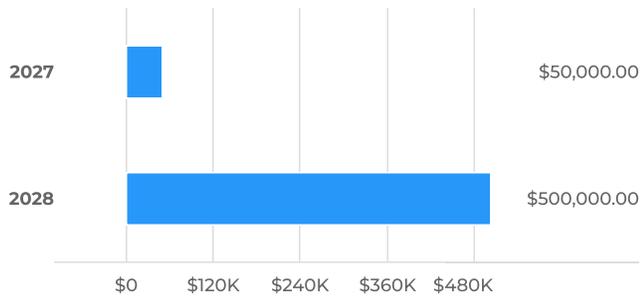
Capital Cost	FY2027	FY2028	Total
Design/Environmental	\$50,000	\$500,000	\$550,000
Total	\$50,000	\$500,000	\$550,000

Funding Sources

Total Budget (all years)
\$550K

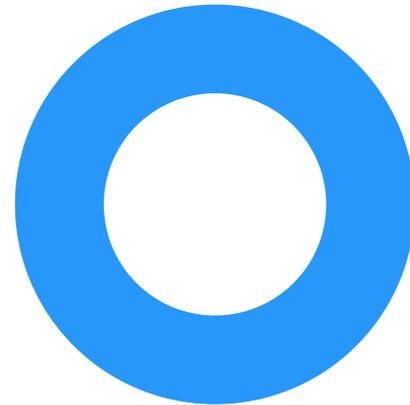
Project Total
\$550K

Funding Sources by Year (Proposed)



● Enterprise - Sewer Capital Fu...

Funding Sources for Budgeted Years (Proposed)



● Enterprise - Sewer Capital Funds (100%)\$550
TOTAL \$550,000.00

Funding Sources Breakdown

Funding Sources	FY2027	FY2028	Total
Enterprise - Sewer Capital Funds	\$50,000	\$500,000	\$550,000
Total	\$50,000	\$500,000	\$550,000



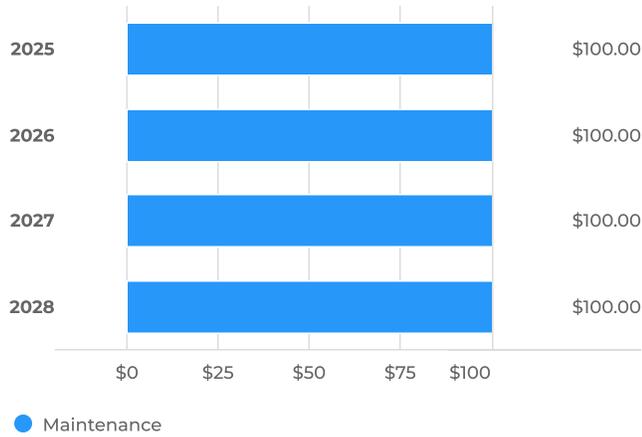
Operational Costs

FY2025 Budget
\$100

Total Budget (all years)
\$400

Project Total
\$400

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown

Operational Costs	FY2025	FY2026	FY2027	FY2028	Total
Maintenance	\$100	\$100	\$100	\$100	\$400
Total	\$100	\$100	\$100	\$100	\$400

This requests information is generated from , Proposed Version.

SCADA Sewer

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	04/03/2023
Est. Completion Date	10/04/2024
Department	Sewer
Type	Capital Improvement

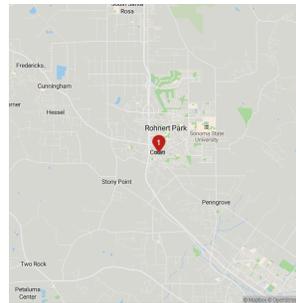
Description

Replaces the SCADA server at the Corp Yard and provides for a redundant server at City Hall.

Details

Project Type	Sewer Projects
Primary Project Source Document	Renewal and Replacement Needs
General Plan Consistency	CSF 2.18 - The Project is consistent with General Plan Community Services and Facilities Policy CSF 2.18: Maintain adequate sewage conveyance infrastructure to meet existing and projected demand throughout the life of the General Plan.

Location



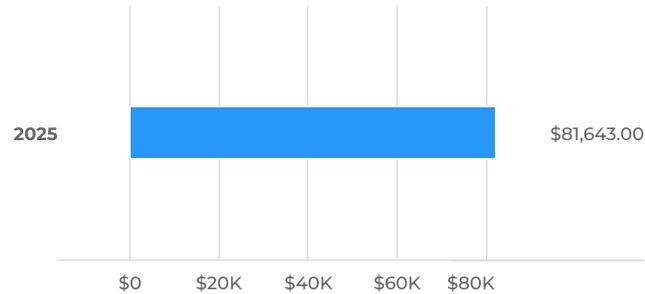
Supplemental Attachments

 [Scope\(/resource/cg-prod-v2/projects/documents/8f2bfd6db3def3c7de2c.pdf\)](Scope(/resource/cg-prod-v2/projects/documents/8f2bfd6db3def3c7de2c.pdf))

Capital Cost

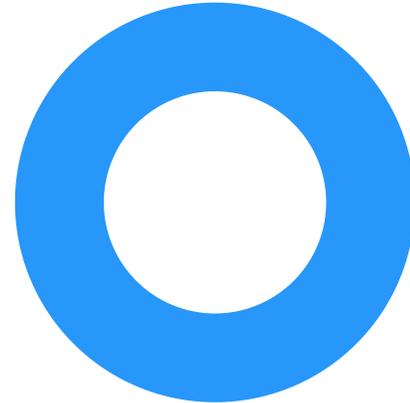
Total Historical	FY2025 Budget	Total Budget (all years)	Project Total
\$33,985	\$81,643	\$81.643K	\$115.628K

Capital Cost by Year (Proposed)



● Construction

Capital Cost for Budgeted Years (Proposed)



● Construction (100%) \$81,643.00
TOTAL \$81,643.00

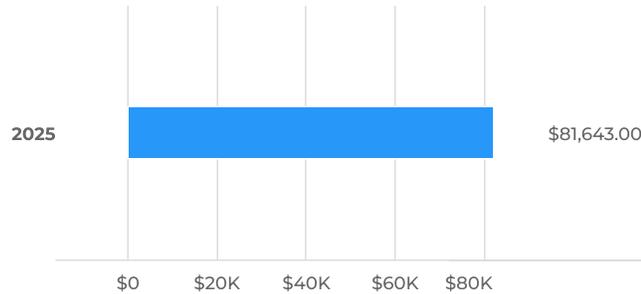
Capital Cost Breakdown

Capital Cost	Historical	FY2025	Total
Construction	\$33,985	\$81,643	\$115,628
Total	\$33,985	\$81,643	\$115,628

Funding Sources

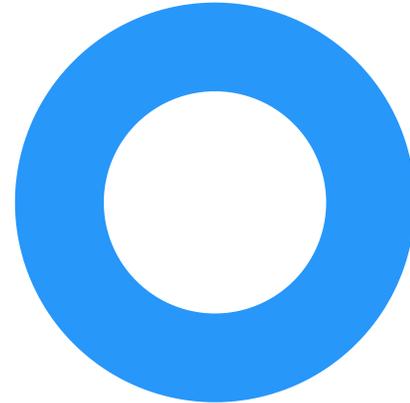
Total Historical	FY2025 Budget	Total Budget (all years)	Project Total
\$33,985	\$81,643	\$81.643K	\$115.628K

Funding Sources by Year (Proposed)



● Enterprise - Sewer Capital Fu...

Funding Sources for Budgeted Years (Proposed)



● Enterprise - Sewer Capital Funds (100%) \$81,643.00
TOTAL \$81,643.00

Funding Sources Breakdown

Funding Sources	Historical	FY2025	Total
Enterprise - Sewer Capital Funds	\$33,985	\$81,643	\$115,628
Total	\$33,985	\$81,643	\$115,628



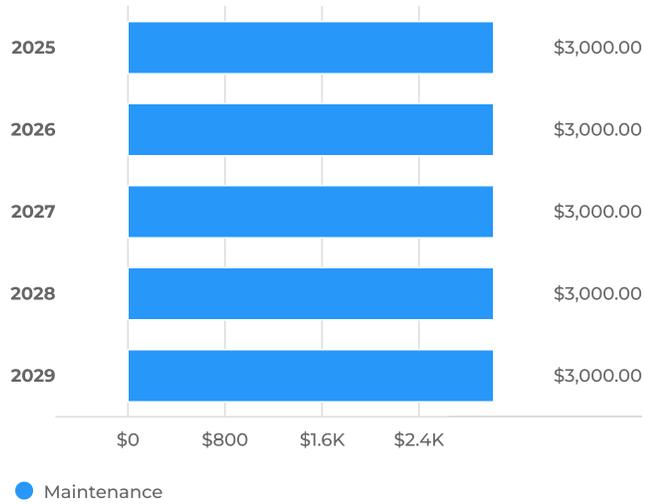
Operational Costs

FY2025 Budget
\$3,000

Total Budget (all years)
\$15K

Project Total
\$15K

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown

Operational Costs	FY2025	FY2026	FY2027	FY2028	FY2029	Total
Maintenance	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$15,000
Total	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$15,000

This request information is generated from , Proposed Version.

Wastewater System Emergency Generator Project

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	07/03/2023
Est. Completion Date	03/03/2025
Department	Sewer
Type	Capital Improvement

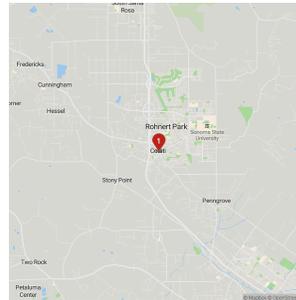
Description

The Project is to purchase and install two fixed place generators to provide back-up power to two wastewater lift stations that serve critical functions in the City's ability to treat and convey wastewater. Both locations do not currently have back-up power.

Details

Project Type	Sewer Projects
Primary Project Source Document	Emergency Preparedness and/or Response Document
General Plan Consistency	CSF 2.18 - The Project is consistent with General Plan Community Services and Facilities Policy CSF 2.18: Maintain adequate sewage conveyance infrastructure to meet existing and projected demand throughout the life of the General Plan.

Location



Supplemental Attachments

 [Tesco controls\(/resource/cg-prod-v2/projects/documents/745b31eecdbcaaa63522.pdf\)](/resource/cg-prod-v2/projects/documents/745b31eecdbcaaa63522.pdf)

 [20 kW Generator\(/resource/cg-prod-v2/projects/documents/66d75efbfcf5ab3afb8b.png\)](/resource/cg-prod-v2/projects/documents/66d75efbfcf5ab3afb8b.png)

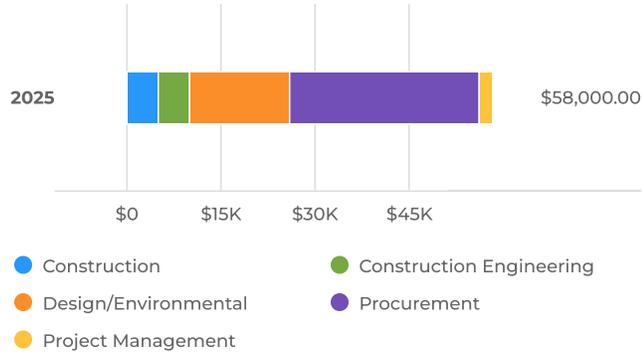
Capital Cost

FY2025 Budget
\$58,000

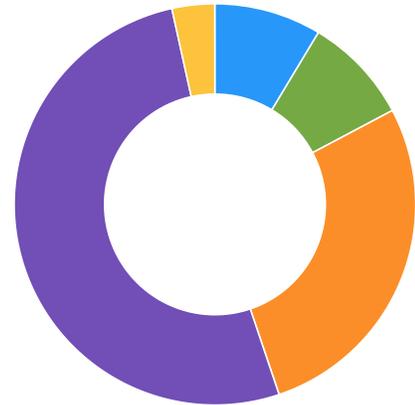
Total Budget (all years)
\$58K

Project Total
\$58K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Construction (9%)	\$5,000.00
Construction Engineering (9%)	\$5,000.00
Design/Environmental (28%)	\$16,000.00
Procurement (52%)	\$30,000.00
Project Management (3%)	\$2,000.00
TOTAL	\$58,000.00

Capital Cost Breakdown

Capital Cost	FY2025	Total
Design/Environmental	\$16,000	\$16,000
Construction	\$5,000	\$5,000
Construction Engineering	\$5,000	\$5,000
Project Management	\$2,000	\$2,000
Procurement	\$30,000	\$30,000
Total	\$58,000	\$58,000

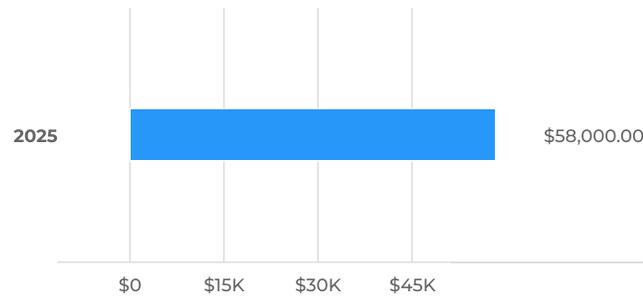
Funding Sources

FY2025 Budget
\$58,000

Total Budget (all years)
\$58K

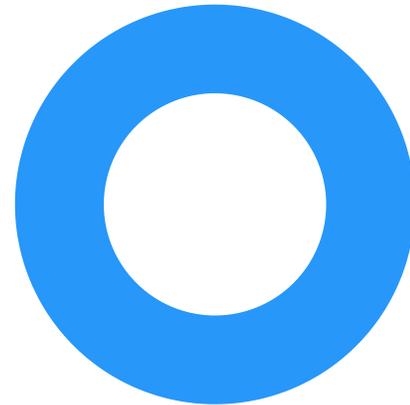
Project Total
\$58K

Funding Sources by Year (Proposed)



● Enterprise - Sewer Capital Fu...

Funding Sources for Budgeted Years (Proposed)



● Enterprise - Sewer Capital Funds (100%)\$58,000.00
TOTAL \$58,000.00

Funding Sources Breakdown

Funding Sources	FY2025	Total
Enterprise - Sewer Capital Funds	\$58,000	\$58,000
Total	\$58,000	\$58,000



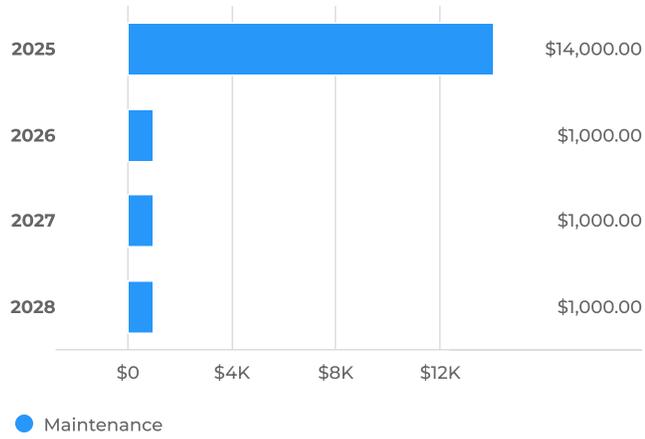
Operational Costs

FY2025 Budget
\$14,000

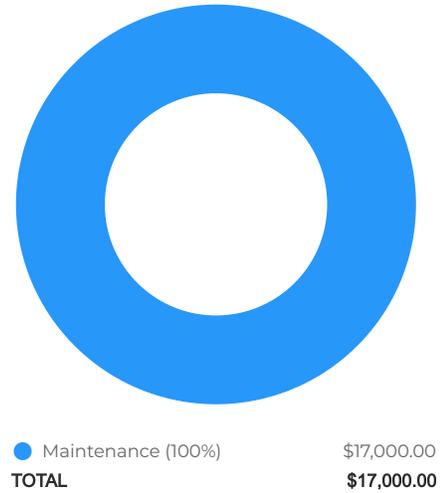
Total Budget (all years)
\$17K

Project Total
\$17K

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown

Operational Costs	FY2025	FY2026	FY2027	FY2028	Total
Maintenance	\$14,000	\$1,000	\$1,000	\$1,000	\$17,000
Total	\$14,000	\$1,000	\$1,000	\$1,000	\$17,000

Cost Savings

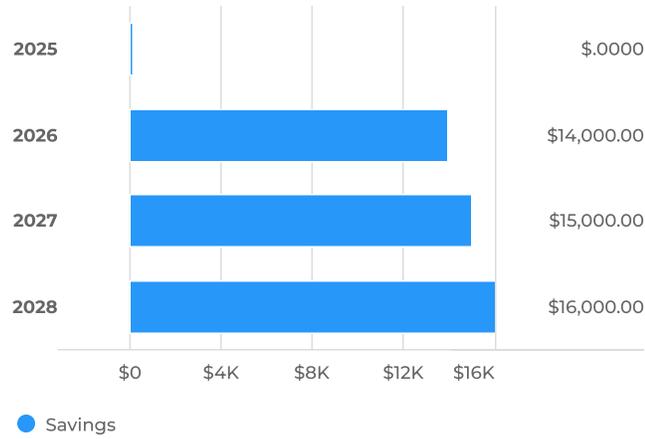
Total Budget (all years)

\$45K

Project Total

\$45K

Cost Savings by Year (Proposed)



Cost Savings for Budgeted Years (Proposed)



Cost Savings Breakdown					
Cost Savings	FY2025	FY2026	FY2027	FY2028	Total
Savings	\$0	\$14,000	\$15,000	\$16,000	\$45,000
Total	\$0	\$14,000	\$15,000	\$16,000	\$45,000

WATER REQUESTS



This requests information is generated from , Proposed Version.

BP-1: Cypress Tank Booster Pumps

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	07/01/2026
Est. Completion Date	06/30/2027
Department	Water
Type	Capital Improvement

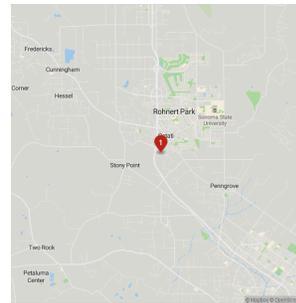
Description

This project will add booster pumps for the new Cypress Pressure Zone.

Details

Project Type	Water Projects
Primary Project Source Document	Water Distribution Master Plan
General Plan Consistency	CSF 2.A - The Project is consistent with General Plan Community Services and Facilities Objective CSF 2A - Provide an adequate supply of clean, safe, fresh, and environmentally sound water to existing and planned users within the City's service area.

Location



Capital Cost

Total Budget (all years)

\$709.5K

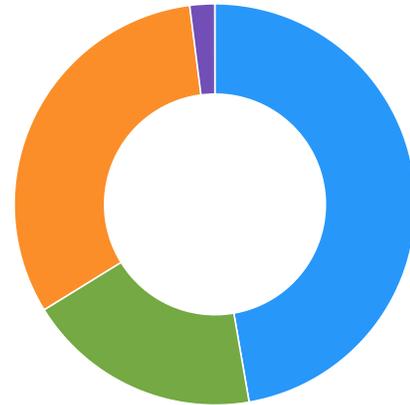
Project Total

\$709.5K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Construction (47%)	\$335,500.00
Construction Engineering (19%)	\$134,200.00
Design/Environmental (32%)	\$225,500.00
Project Management (2%)	\$14,300.00
TOTAL	\$709,500.00

Capital Cost Breakdown

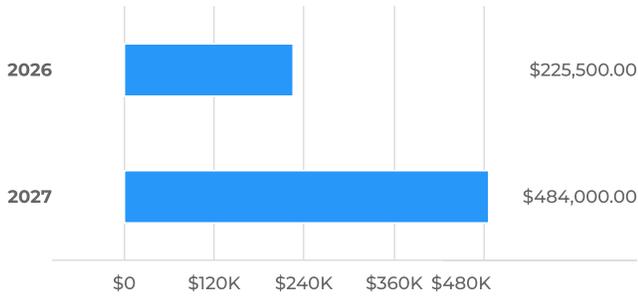
Capital Cost	FY2026	FY2027	Total
Design/Environmental	\$225,500	\$0	\$225,500
Construction	\$0	\$335,500	\$335,500
Construction Engineering	\$0	\$134,200	\$134,200
Project Management	\$0	\$14,300	\$14,300
Total	\$225,500	\$484,000	\$709,500

Funding Sources

Total Budget (all years)
\$709.5K

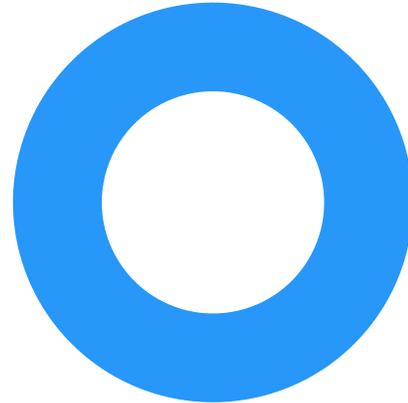
Project Total
\$709.5K

Funding Sources by Year (Proposed)



● Enterprise - Water Capital Fu...

Funding Sources for Budgeted Years (Proposed)



● Enterprise - Water Capital Funds (100%)\$709
TOTAL \$709,500.00

Funding Sources Breakdown

Funding Sources	FY2026	FY2027	Total
Enterprise - Water Capital Funds	\$225,500	\$484,000	\$709,500
Total	\$225,500	\$484,000	\$709,500

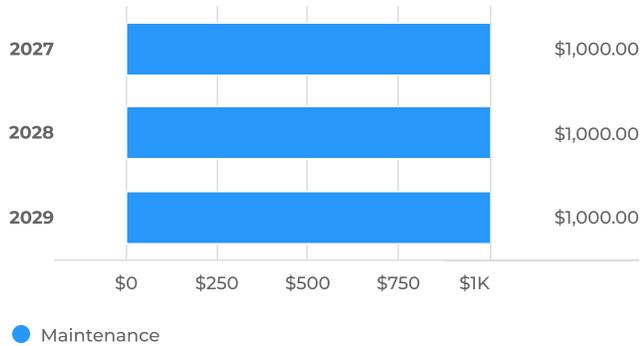


Operational Costs

Total Budget (all years)
\$3K

Project Total
\$3K

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown				
Operational Costs	FY2027	FY2028	FY2029	Total
Maintenance	\$1,000	\$1,000	\$1,000	\$3,000
Total	\$1,000	\$1,000	\$1,000	\$3,000

This requests information is generated from , Proposed Version.

Distribution System Monitoring

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	07/01/2022
Est. Completion Date	06/30/2026
Department	Water
Type	Capital Improvement

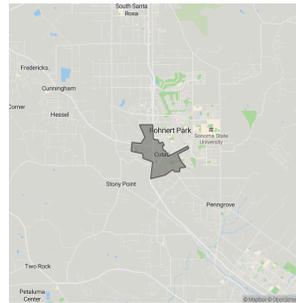
Description

This project adds telemetry points on all distribution system production inputs (Sonoma Water Turnouts, City wells), as well as potentially some nodes within the distribution system zones. The instrumentation is intended to measure real-time flow, as well as some water quality measurements. This will allow for real-time alerts for leaks or hydrant flows, as well as overall system leaks and water quality at the point of delivery of the water wholesaler (Sonoma Water) as it enters the City distribution system.

Details

Project Type	Water Projects
Primary Project Source Document	Emergency Preparedness and/or Response Document
General Plan Consistency	CSF 2.A - The Project is consistent with General Plan Community Services and Facilities Objective CSF 2A - Provide an adequate supply of clean, safe, fresh, and environmentally sound water to existing and planned users within the City's service area.

Location



Capital Cost

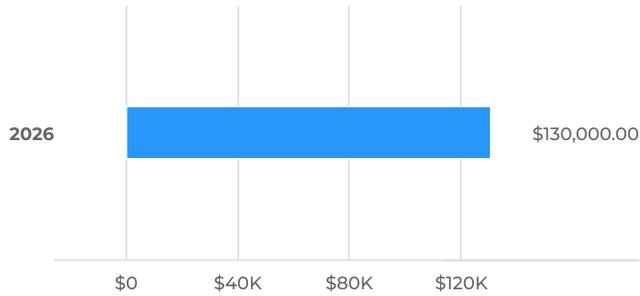
Total Budget (all years)

\$130K

Project Total

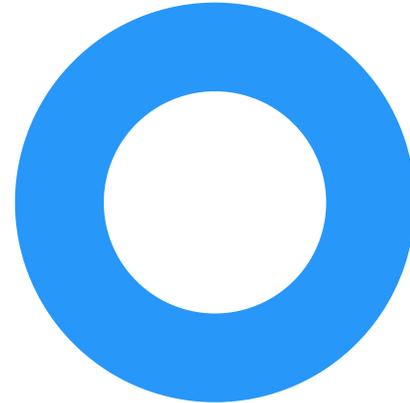
\$130K

Capital Cost by Year (Proposed)



● Construction

Capital Cost for Budgeted Years (Proposed)



● Construction (100%)

\$130,000.00

TOTAL

\$130,000.00

Capital Cost Breakdown

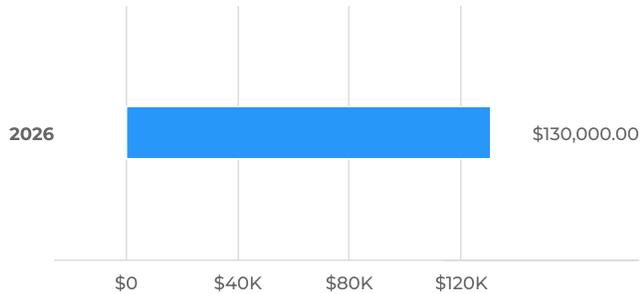
Capital Cost	FY2026	Total
Construction	\$130,000	\$130,000
Total	\$130,000	\$130,000

Funding Sources

Total Budget (all years)
\$130K

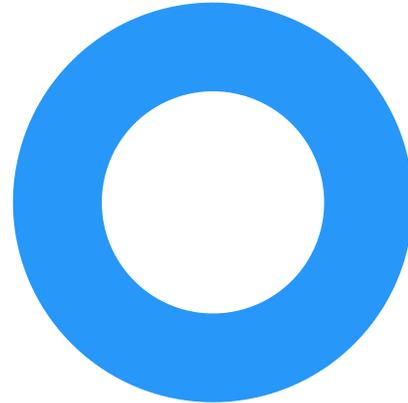
Project Total
\$130K

Funding Sources by Year (Proposed)



● Enterprise - Water Capital Fu...

Funding Sources for Budgeted Years (Proposed)



● Enterprise - Water Capital Funds (100%)\$130,
TOTAL \$130,000.00

Funding Sources Breakdown

Funding Sources	FY2026	Total
Enterprise - Water Capital Funds	\$130,000	\$130,000
Total	\$130,000	\$130,000



Operational Costs

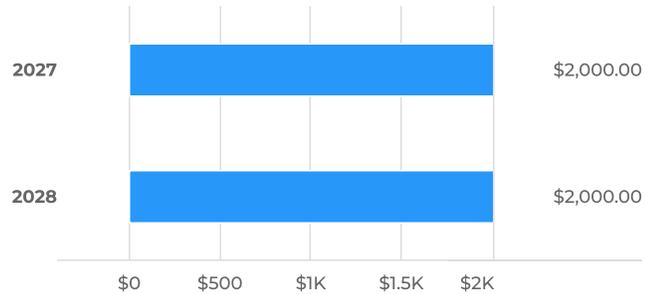
Total Budget (all years)

\$4K

Project Total

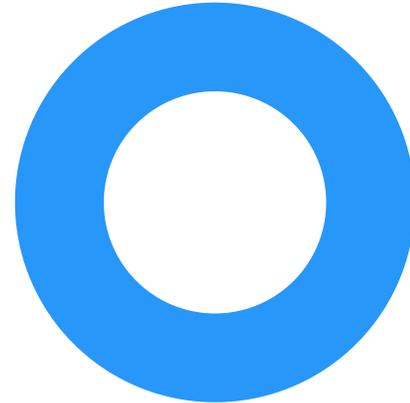
\$4K

Operational Costs by Year (Proposed)



● Maintenance

Operational Costs for Budgeted Years (Proposed)



● Maintenance (100%)

\$4,000.00

TOTAL

\$4,000.00

Operational Costs Breakdown

Operational Costs	FY2027	FY2028	Total
Maintenance	\$2,000	\$2,000	\$4,000
Total	\$2,000	\$2,000	\$4,000

Cost Savings

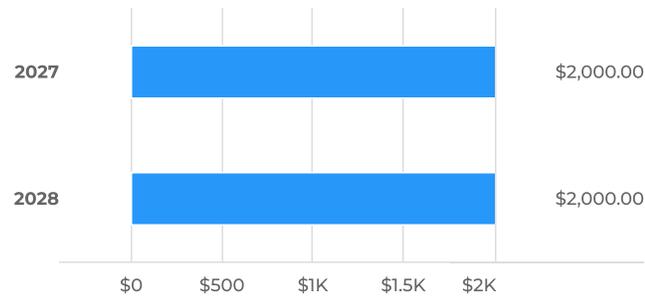
Total Budget (all years)

\$4K

Project Total

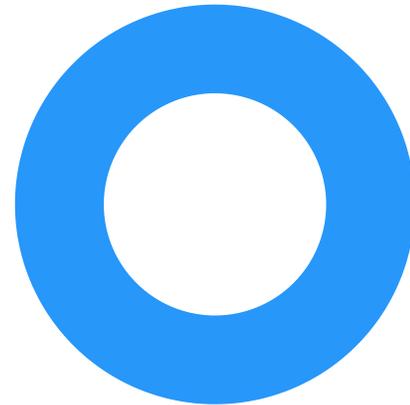
\$4K

Cost Savings by Year (Proposed)



● Savings

Cost Savings for Budgeted Years (Proposed)



● Savings (100%)

\$4,000.00

TOTAL

\$4,000.00

Cost Savings Breakdown

Cost Savings	FY2027	FY2028	Total
Savings	\$2,000	\$2,000	\$4,000
Total	\$2,000	\$2,000	\$4,000



This requests information is generated from , Proposed Version.

P-1: Portal Street, Mercantile, Aaron Main Replacement

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	03/01/2028
Est. Completion Date	06/30/2029
Department	Water
Type	Capital Improvement

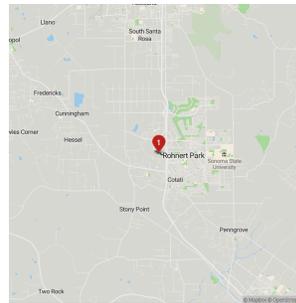
Description

This project replaces approximately 2,100 feet of existing undersized mains in the industrial area to improve fire flows.

Details

Project Type	Water Projects
Primary Project Source Document	Water Distribution Master Plan
General Plan Consistency	CSF 2.A - The Project is consistent with General Plan Community Services and Facilities Objective CSF 2A - Provide an adequate supply of clean, safe, fresh, and environmentally sound water to existing and planned users within the City's service area.

Location



Supplemental Attachments

 [90% Cost Estimate\(/resource/cg-prod-v2/projects/documents/7794d521d6f25f1e159d.pdf\)](/resource/cg-prod-v2/projects/documents/7794d521d6f25f1e159d.pdf)

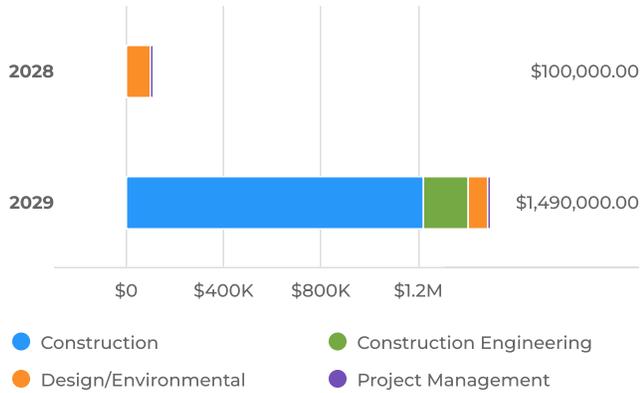
 [90% Plan Set\(/resource/cg-prod-v2/projects/documents/fc6089b0f1dc34e2eba0.pdf\)](/resource/cg-prod-v2/projects/documents/fc6089b0f1dc34e2eba0.pdf)

Capital Cost

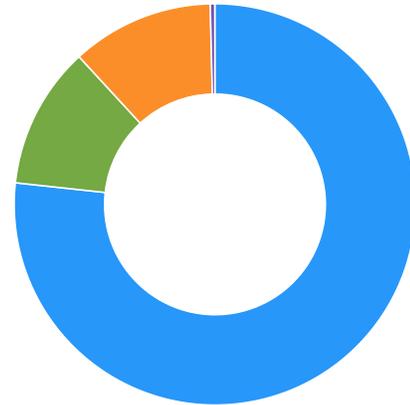
Total Budget (all years)
\$1.59M

Project Total
\$1.59M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Construction (77%)	\$1,220,000.00
Construction Engineering (11%)	\$182,000.00
Design/Environmental (11%)	\$182,000.00
Project Management (0%)	\$6,000.00
TOTAL	\$1,590,000.00

Capital Cost Breakdown

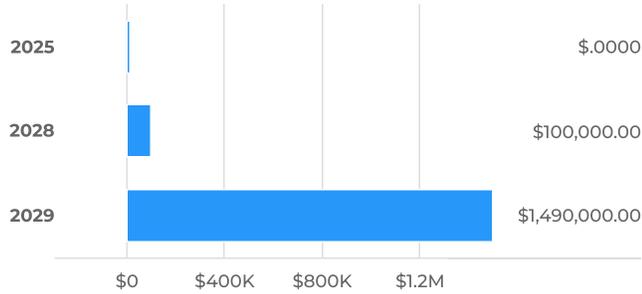
Capital Cost	FY2028	FY2029	Total
Design/Environmental	\$100,000	\$82,000	\$182,000
Construction	\$0	\$1,220,000	\$1,220,000
Construction Engineering	\$0	\$182,000	\$182,000
Project Management	\$0	\$6,000	\$6,000
Total	\$100,000	\$1,490,000	\$1,590,000

Funding Sources

Total Budget (all years)
\$1.59M

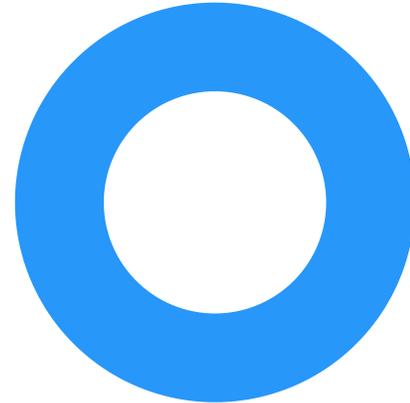
Project Total
\$1.59M

Funding Sources by Year (Proposed)



● Enterprise - Water Capital Fu...

Funding Sources for Budgeted Years (Proposed)



● Enterprise - Water Capital Funds (100%) \$1,590,000.00
TOTAL \$1,590,000.00

Funding Sources Breakdown

Funding Sources	FY2025	FY2028	FY2029	Total
Enterprise - Water Capital Funds	\$0	\$100,000	\$1,490,000	\$1,590,000
Total	\$0	\$100,000	\$1,490,000	\$1,590,000



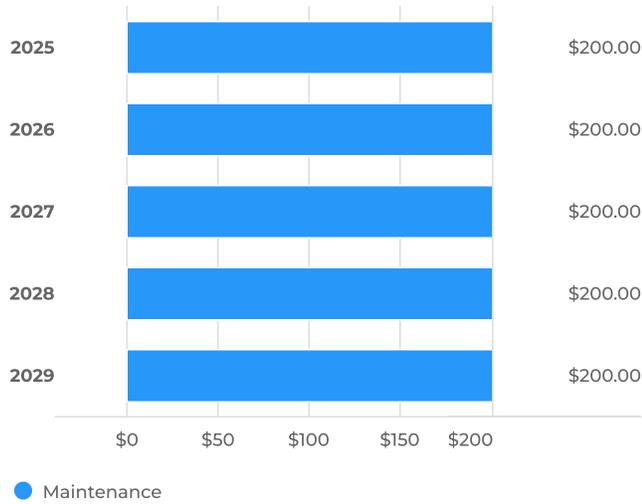
Operational Costs

FY2025 Budget
\$200

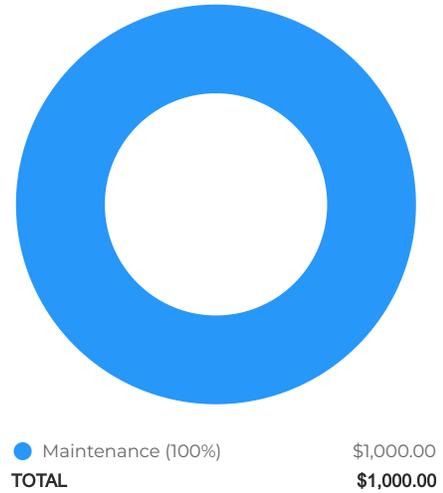
Total Budget (all years)
\$1K

Project Total
\$1K

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown

Operational Costs	FY2025	FY2026	FY2027	FY2028	FY2029	Total
Maintenance	\$200	\$200	\$200	\$200	\$200	\$1,000
Total	\$200	\$200	\$200	\$200	\$200	\$1,000

This request information is generated from , Proposed Version.

P-3, 4: Cypress Tank New Water Main

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	01/05/2026
Est. Completion Date	06/30/2027
Department	Water
Type	Capital Improvement

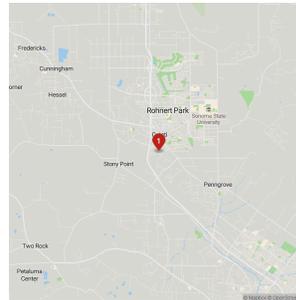
Description

This project involves the construction of approximately 2,100 feet of new main at locations to improve pressure by creating a new pressure zone.

Details

Project Type	Water Projects
Primary Project Source Document	Water Distribution Master Plan
General Plan Consistency	CSF 2.A - The Project is consistent with General Plan Community Services and Facilities Objective CSF 2A - Provide an adequate supply of clean, safe, fresh, and environmentally sound water to existing and planned users within the City's service area.

Location



Capital Cost

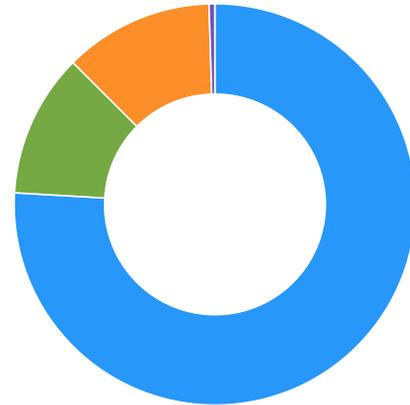
Total Budget (all years)
\$1.08M

Project Total
\$1.08M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Construction (76%)	\$820,000.00
Construction Engineering (12%)	\$125,000.00
Design/Environmental (12%)	\$130,000.00
Project Management (0%)	\$5,000.00
TOTAL	\$1,080,000.00

Capital Cost Breakdown

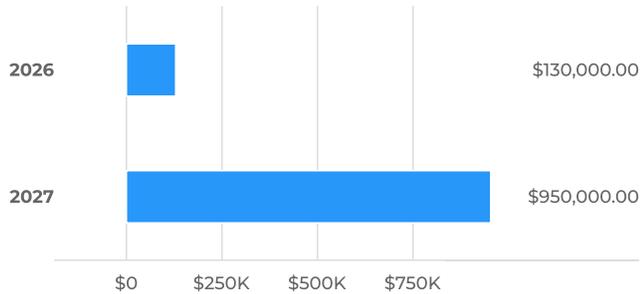
Capital Cost	FY2026	FY2027	Total
Design/Environmental	\$130,000	\$0	\$130,000
Construction	\$0	\$820,000	\$820,000
Construction Engineering	\$0	\$125,000	\$125,000
Project Management	\$0	\$5,000	\$5,000
Total	\$130,000	\$950,000	\$1,080,000

Funding Sources

Total Budget (all years)
\$1.08M

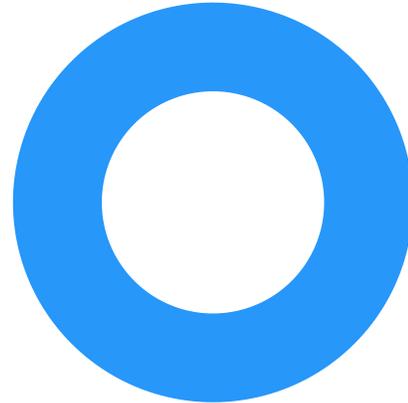
Project Total
\$1.08M

Funding Sources by Year (Proposed)



● Enterprise - Water Capital Fu...

Funding Sources for Budgeted Years (Proposed)



● Enterprise - Water Capital Funds (100%) \$1,080,000.00
TOTAL \$1,080,000.00

Funding Sources Breakdown

Funding Sources	FY2026	FY2027	Total
Enterprise - Water Capital Funds	\$130,000	\$950,000	\$1,080,000
Total	\$130,000	\$950,000	\$1,080,000



This requests information is generated from , Proposed Version.

P-5: Sycamore Lane Water Main Replacement

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	07/01/2025
Est. Completion Date	06/30/2026
Department	Water
Type	Capital Improvement

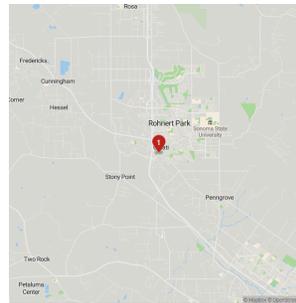
Description

This project replaces approximately 600 feet of existing undersized main at this location to improve fire flows.

Details

Project Type	Water Projects
Primary Project Source Document	Water Distribution Master Plan
General Plan Consistency	CSF 2.A - The Project is consistent with General Plan Community Services and Facilities Objective CSF 2A - Provide an adequate supply of clean, safe, fresh, and environmentally sound water to existing and planned users within the City's service area.

Location



Capital Cost

Total Budget (all years)

\$587.22K

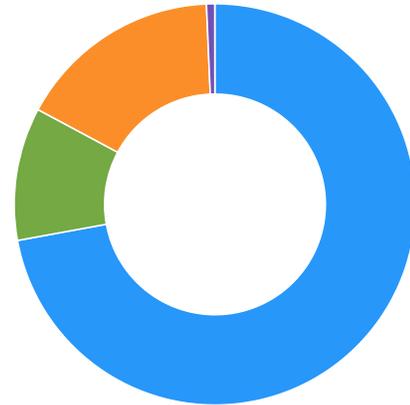
Project Total

\$587.22K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Construction (72%)	\$423,500.00
Construction Engineering (11%)	\$62,920.00
Design/Environmental (16%)	\$96,800.00
Project Management (1%)	\$4,000.00
TOTAL	\$587,220.00

Capital Cost Breakdown

Capital Cost	FY2029	Total
Design/Environmental	\$96,800	\$96,800
Construction	\$423,500	\$423,500
Construction Engineering	\$62,920	\$62,920
Project Management	\$4,000	\$4,000
Total	\$587,220	\$587,220

Funding Sources

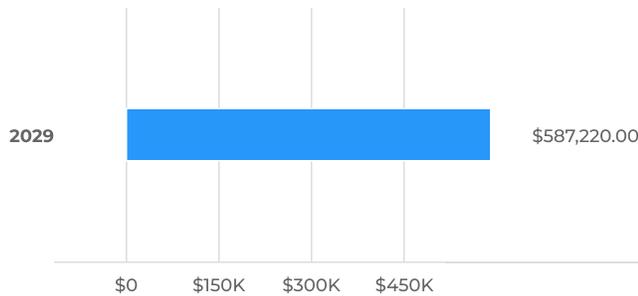
Total Budget (all years)

\$587.22K

Project Total

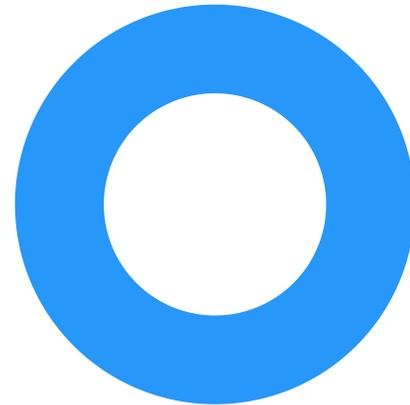
\$587.22K

Funding Sources by Year (Proposed)



● Enterprise - Water Capital Fu...

Funding Sources for Budgeted Years (Proposed)



● Enterprise - Water Capital Funds (100%)\$587,220.00
TOTAL \$587,220.00

Funding Sources Breakdown

Funding Sources	FY2029	Total
Enterprise - Water Capital Funds	\$587,220	\$587,220
Total	\$587,220	\$587,220

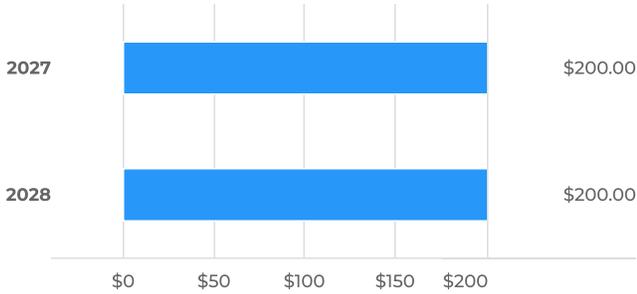


Operational Costs

Total Budget (all years)
\$400

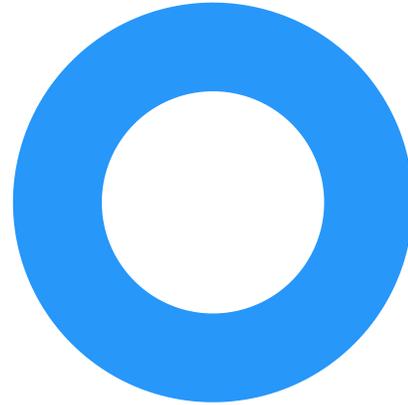
Project Total
\$400

Operational Costs by Year (Proposed)



● Maintenance

Operational Costs for Budgeted Years (Proposed)



● Maintenance (100%) \$400.00
TOTAL \$400.00

Operational Costs Breakdown

Operational Costs	FY2027	FY2028	Total
Maintenance	\$200	\$200	\$400
Total	\$200	\$200	\$400

This requests information is generated from , Proposed Version.

SCADA Water

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	04/03/2023
Est. Completion Date	10/04/2024
Department	Water
Type	Capital Improvement

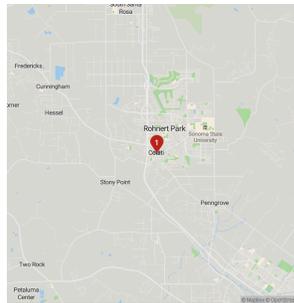
Description

Upgrades the SCADA server at the Corporation Yard and installs redundant server at City Hall.

Details

Project Type	Water Projects
Primary Project Source Document	Renewal and Replacement Needs
General Plan Consistency	CSF 2.A - The Project is consistent with General Plan Community Services and Facilities Objective CSF 2A - Provide an adequate supply of clean, safe, fresh, and environmentally sound water to existing and planned users within the City's service area.

Location



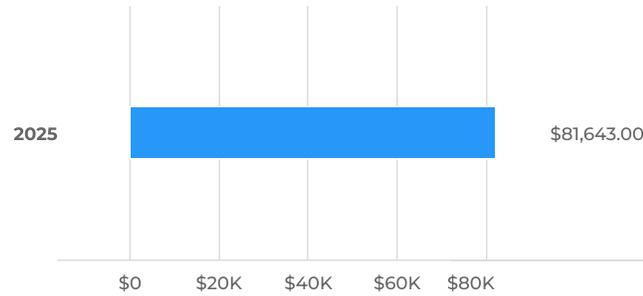
Supplemental Attachments

 [Tesco Proposal\(/resource/cg-prod-v2/projects/documents/d95f04dc640f07d02461.pdf\)](/resource/cg-prod-v2/projects/documents/d95f04dc640f07d02461.pdf)

Capital Cost

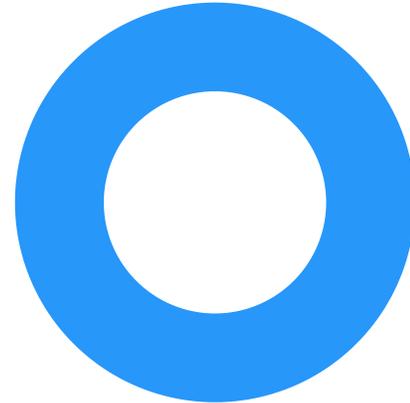
Total Historical	FY2025 Budget	Total Budget (all years)	Project Total
\$33,985	\$81,643	\$81.643K	\$115.628K

Capital Cost by Year (Proposed)



● Construction

Capital Cost for Budgeted Years (Proposed)



● Construction (100%) \$81,643.00
TOTAL \$81,643.00

Capital Cost Breakdown

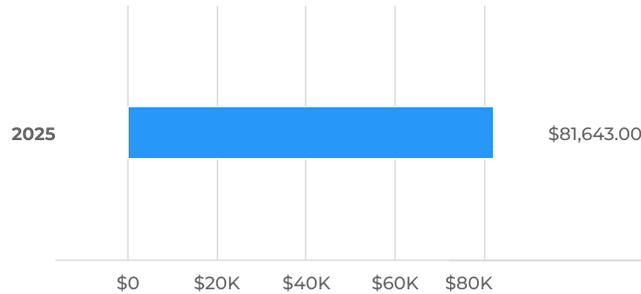
Capital Cost	Historical	FY2025	Total
Construction	\$33,985	\$81,643	\$115,628
Total	\$33,985	\$81,643	\$115,628



Funding Sources

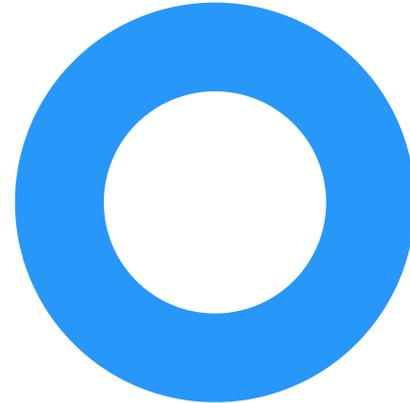
Total Historical	FY2025 Budget	Total Budget (all years)	Project Total
\$33,985	\$81,643	\$81.643K	\$115.628K

Funding Sources by Year (Proposed)



● Enterprise - Water Capital Fu...

Funding Sources for Budgeted Years (Proposed)



● Enterprise - Water Capital Funds (100%) \$81,643.00
TOTAL \$81,643.00

Funding Sources Breakdown

Funding Sources	Historical	FY2025	Total
Enterprise - Water Capital Funds	\$33,985	\$81,643	\$115,628
Total	\$33,985	\$81,643	\$115,628



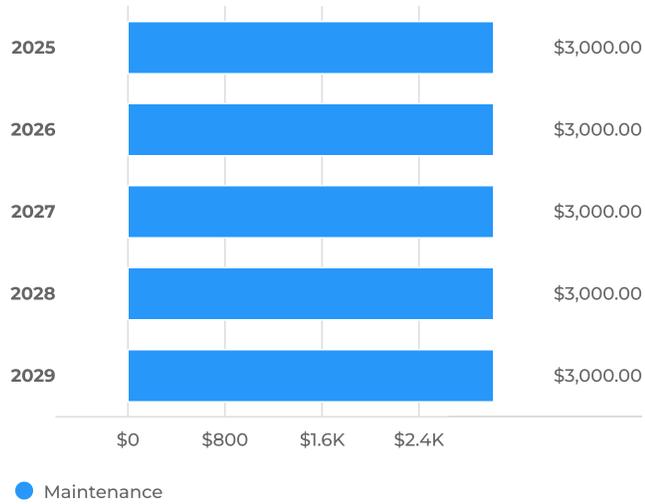
Operational Costs

FY2025 Budget
\$3,000

Total Budget (all years)
\$15K

Project Total
\$15K

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown

Operational Costs	FY2025	FY2026	FY2027	FY2028	FY2029	Total
Maintenance	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$15,000
Total	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$15,000

This requests information is generated from , Proposed Version.

T-1: New Cypress Storage Tank

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	01/01/2026
Est. Completion Date	06/30/2027
Department	Water
Type	Capital Improvement

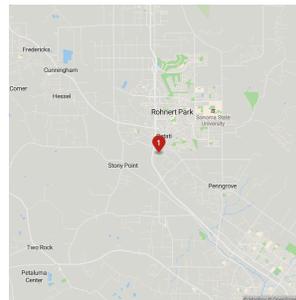
Description

Replaces the Cypress Water Storage Tank. The old Cypress tank was taken out of service when the W Sierra tank was brought on-line due to different water operating levels. The new tank will increase the 100k gallon capacity to approximately 700k gallons and is needed to meet the City's water storage operational and emergency storage needs.

Details

Project Type	Water Projects
Primary Project Source Document	Water Distribution Master Plan
General Plan Consistency	CSF 2.A - The Project is consistent with General Plan Community Services and Facilities Objective CSF 2A - Provide an adequate supply of clean, safe, fresh, and environmentally sound water to existing and planned users within the City's service area.

Location



Capital Cost

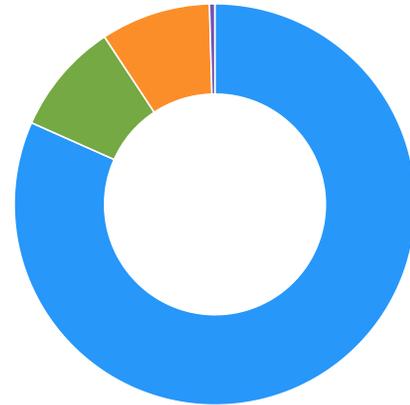
Total Budget (all years)
\$2.552M

Project Total
\$2.552M

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Construction (82%)	\$2,084,500.00
Construction Engineering (9%)	\$231,000.00
Design/Environmental (9%)	\$225,500.00
Project Management (0%)	\$11,000.00
TOTAL	\$2,552,000.00

Capital Cost Breakdown

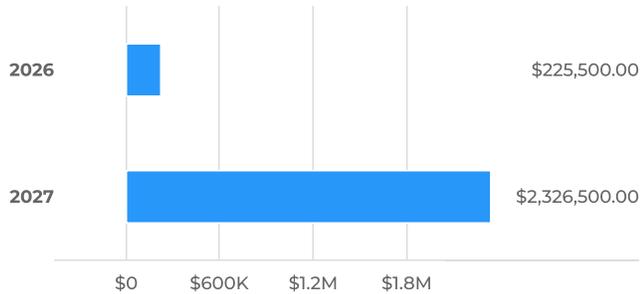
Capital Cost	FY2026	FY2027	Total
Design/Environmental	\$225,500	\$0	\$225,500
Construction	\$0	\$2,084,500	\$2,084,500
Construction Engineering	\$0	\$231,000	\$231,000
Project Management	\$0	\$11,000	\$11,000
Total	\$225,500	\$2,326,500	\$2,552,000

Funding Sources

Total Budget (all years)
\$2.552M

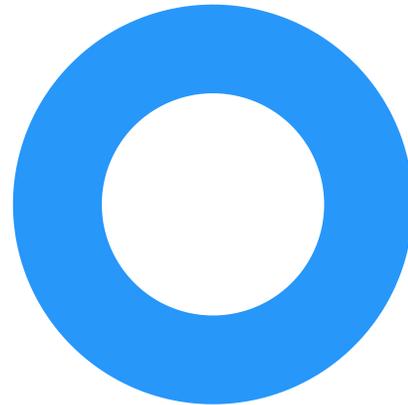
Project Total
\$2.552M

Funding Sources by Year (Proposed)



● Enterprise - Water Capital Fu...

Funding Sources for Budgeted Years (Proposed)



● Enterprise - Water Capital Funds (100%) \$2,552,000.00
TOTAL \$2,552,000.00

Funding Sources Breakdown

Funding Sources	FY2026	FY2027	Total
Enterprise - Water Capital Funds	\$225,500	\$2,326,500	\$2,552,000
Total	\$225,500	\$2,326,500	\$2,552,000

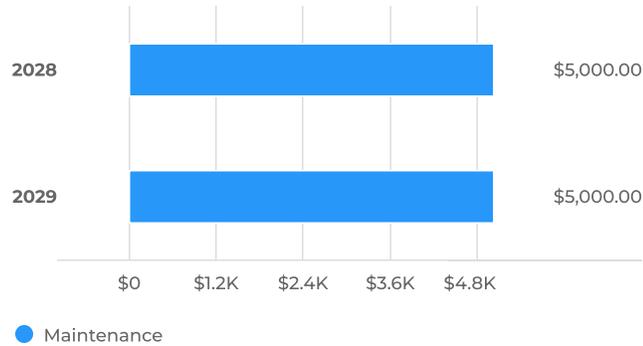


Operational Costs

Total Budget (all years)
\$10K

Project Total
\$10K

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown			
Operational Costs	FY2028	FY2029	Total
Maintenance	\$5,000	\$5,000	\$10,000
Total	\$5,000	\$5,000	\$10,000

This requests information is generated from , Proposed Version.

Well 1A/Well 3 Treatment Renewal and Replacement

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	08/01/2022
Est. Completion Date	04/01/2025
Department	Water
Type	Capital Improvement

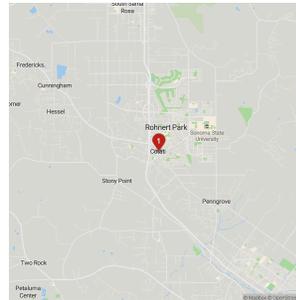
Description

This Project is a continuing effort with the Clor-Tec cells having been replaced in FY23/24 and upcoming work for FY24/25 includes replacing filter media, recoating the filter tanks and painting the piping, valves and fittings.

Details

Project Type	Water Projects
Primary Project Source Document	Renewal and Replacement Needs
General Plan Consistency	CSF 2.A - The Project is consistent with General Plan Community Services and Facilities Objective CSF 2A - Provide an adequate supply of clean, safe, fresh, and environmentally sound water to existing and planned users within the City's service area.

Location



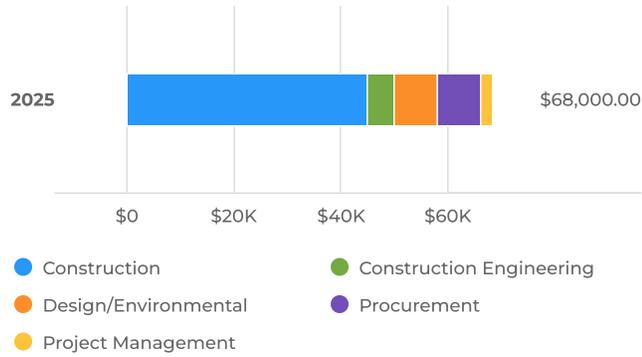
Capital Cost

FY2025 Budget
\$68,000

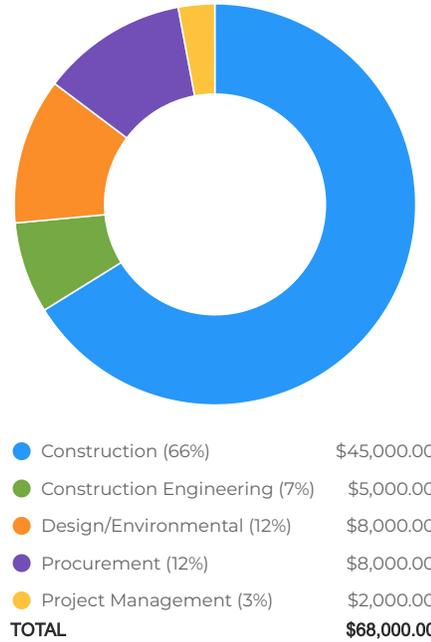
Total Budget (all years)
\$68K

Project Total
\$68K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)



Capital Cost Breakdown

Capital Cost	FY2025	Total
Design/Environmental	\$8,000	\$8,000
Construction	\$45,000	\$45,000
Construction Engineering	\$5,000	\$5,000
Project Management	\$2,000	\$2,000
Procurement	\$8,000	\$8,000
Total	\$68,000	\$68,000



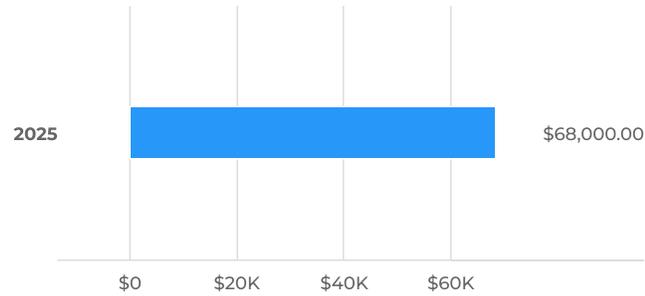
Funding Sources

FY2025 Budget
\$68,000

Total Budget (all years)
\$68K

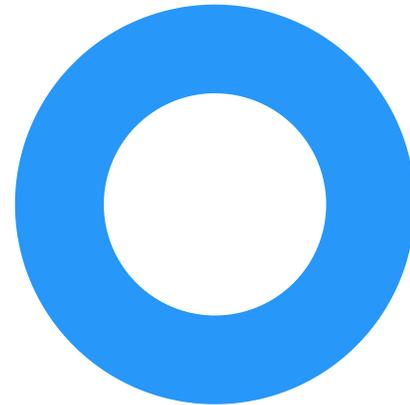
Project Total
\$68K

Funding Sources by Year (Proposed)



● Enterprise - Water Capital Fu...

Funding Sources for Budgeted Years (Proposed)



● Enterprise - Water Capital Funds (100%)\$68,000.00
TOTAL \$68,000.00

Funding Sources Breakdown

Funding Sources	FY2025	Total
Enterprise - Water Capital Funds	\$68,000	\$68,000
Total	\$68,000	\$68,000



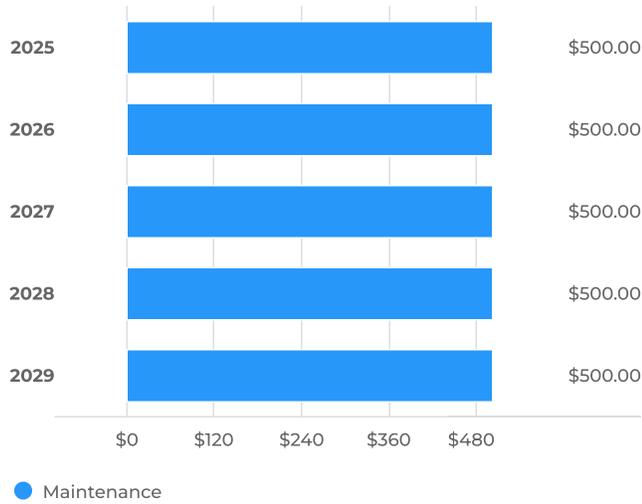
Operational Costs

FY2025 Budget
\$500

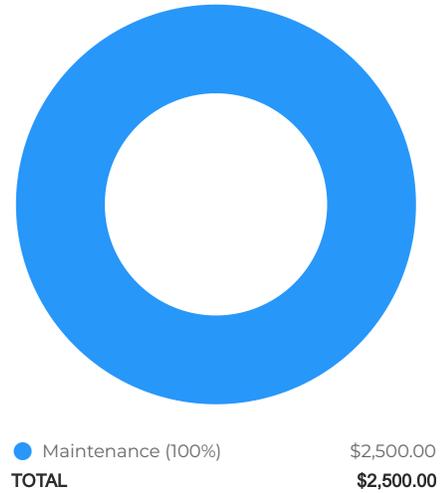
Total Budget (all years)
\$2.5K

Project Total
\$2.5K

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown

Operational Costs	FY2025	FY2026	FY2027	FY2028	FY2029	Total
Maintenance	\$500	\$500	\$500	\$500	\$500	\$2,500
Total	\$500	\$500	\$500	\$500	\$500	\$2,500

Cost Savings

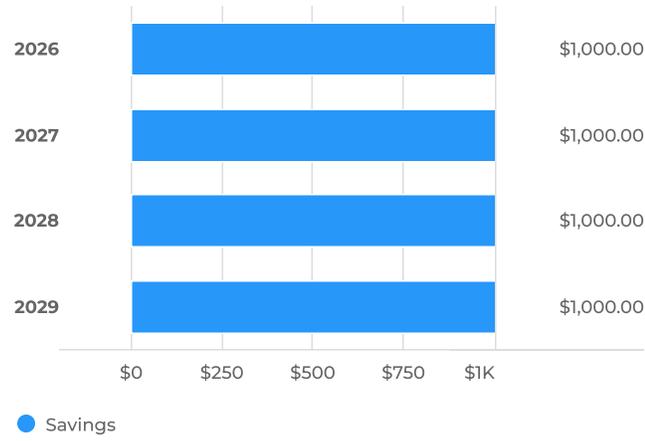
Total Budget (all years)

\$4K

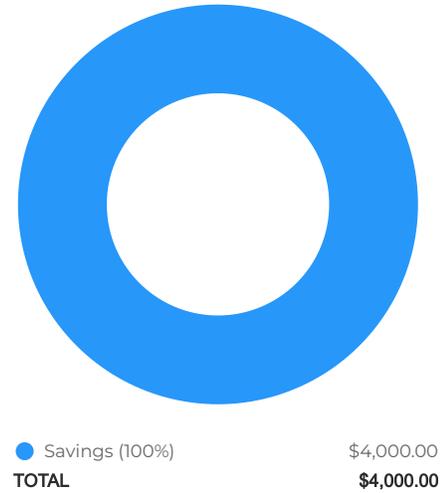
Project Total

\$4K

Cost Savings by Year (Proposed)



Cost Savings for Budgeted Years (Proposed)



Cost Savings Breakdown

Cost Savings	FY2026	FY2027	FY2028	FY2029	Total
Savings	\$1,000	\$1,000	\$1,000	\$1,000	\$4,000
Total	\$1,000	\$1,000	\$1,000	\$1,000	\$4,000

This requests information is generated from , Proposed Version.

Well No. 4

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	07/01/2027
Est. Completion Date	06/30/2028
Department	Water
Type	Capital Improvement

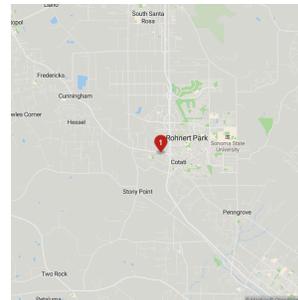
Description

Concept design and preliminary exploration for a new 4th groundwater well in accordance with the Water Master Plan.

Details

Project Type	Water Projects
Primary Project Source Document	Water Distribution Master Plan
General Plan Consistency	CSF 1 - This project is consistent with General Plan's Community Services and Facilities Element's Goal CSF 1: Provide High Quality Public Services and Facilities to All Residents, Businesses, and Visitors in Cotati.

Location



Capital Cost

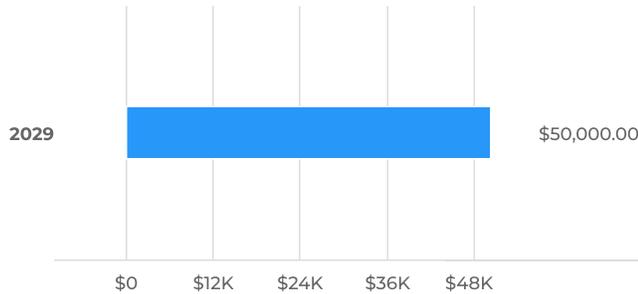
Total Budget (all years)

\$50K

Project Total

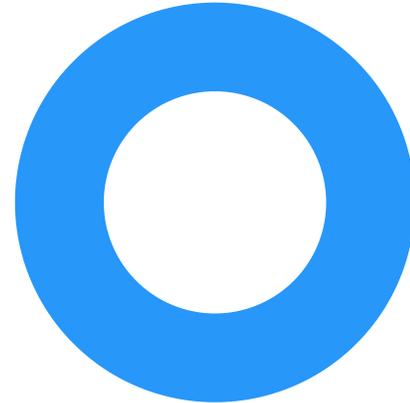
\$50K

Capital Cost by Year (Proposed)



● Design/Environmental

Capital Cost for Budgeted Years (Proposed)



● Design/Environmental (100%) \$50,000.00
TOTAL \$50,000.00

Capital Cost Breakdown

Capital Cost	FY2029	Total
Design/Environmental	\$50,000	\$50,000
Total	\$50,000	\$50,000



Funding Sources

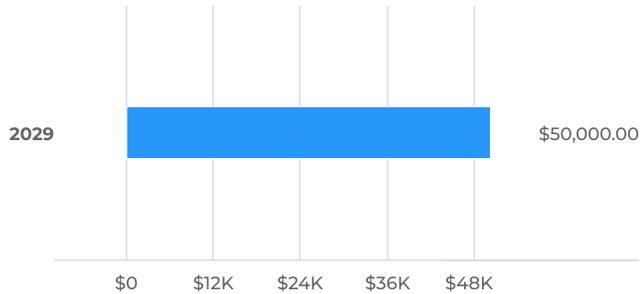
Total Budget (all years)

\$50K

Project Total

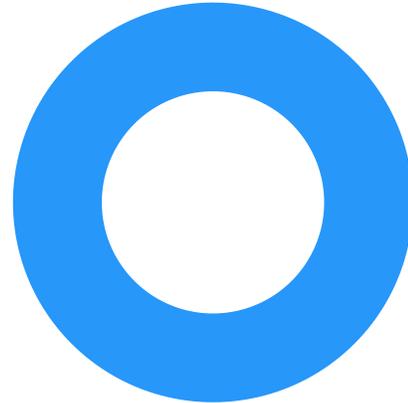
\$50K

Funding Sources by Year (Proposed)



● Enterprise - Water Capital Fu...

Funding Sources for Budgeted Years (Proposed)



● Enterprise - Water Capital Funds (100%)\$50,000.00
TOTAL \$50,000.00

Funding Sources Breakdown

Funding Sources	FY2029	Total
Enterprise - Water Capital Funds	\$50,000	\$50,000
Total	\$50,000	\$50,000



This requests information is generated from , Proposed Version.

West Sierra Tank Recoating

Overview

Request Owner	Craig Scott, Engineering and Public Works Director
Est. Start Date	07/01/2024
Est. Completion Date	06/30/2025
Department	Water
Type	Capital Improvement

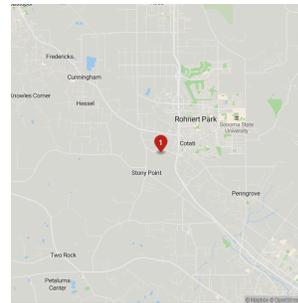
Description

This project will recoat the interior and paint the exterior of the existing West Sierra Tank.

Details

Project Type	Water Projects
Primary Project Source Document	Renewal and Replacement Needs
General Plan Consistency	CSF 2.A - The Project is consistent with General Plan Community Services and Facilities Objective CSF 2A - Provide an adequate supply of clean, safe, fresh, and environmentally sound water to existing and planned users within the City's service area.

Location



Capital Cost

FY2025 Budget
\$838,200

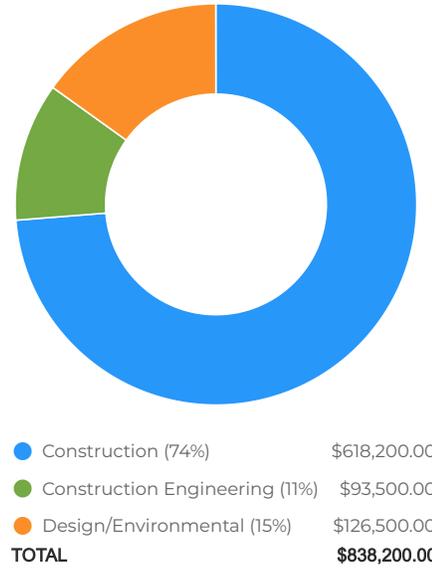
Total Budget (all years)
\$838.2K

Project Total
\$838.2K

Capital Cost by Year (Proposed)



Capital Cost for Budgeted Years (Proposed)

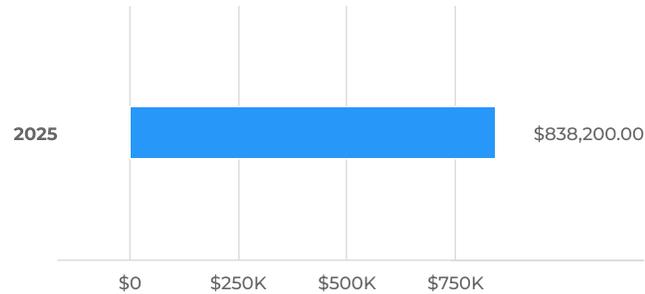


Capital Cost Breakdown		
Capital Cost	FY2025	Total
Design/Environmental	\$126,500	\$126,500
Construction	\$618,200	\$618,200
Construction Engineering	\$93,500	\$93,500
Total	\$838,200	\$838,200

Funding Sources

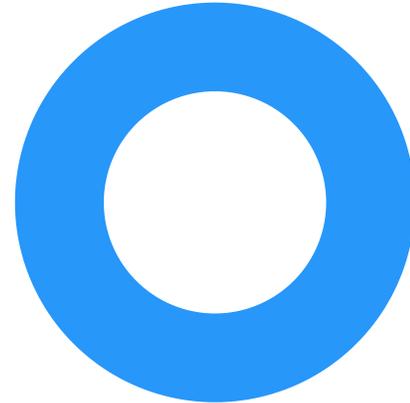
FY2025 Budget	Total Budget (all years)	Project Total
\$838,200	\$838.2K	\$838.2K

Funding Sources by Year (Proposed)



● Enterprise - Water Capital Fu...

Funding Sources for Budgeted Years (Proposed)



● Enterprise - Water Capital Funds (100%)\$838
TOTAL \$838,200.00

Funding Sources Breakdown

Funding Sources	FY2025	Total
Enterprise - Water Capital Funds	\$838,200	\$838,200
Total	\$838,200	\$838,200

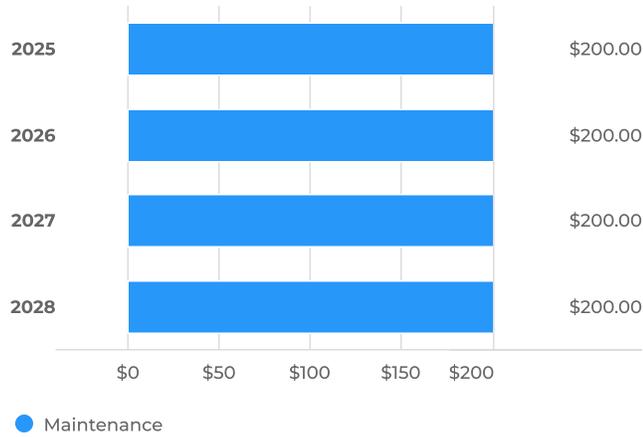
Operational Costs

FY2025 Budget
\$200

Total Budget (all years)
\$800

Project Total
\$800

Operational Costs by Year (Proposed)



Operational Costs for Budgeted Years (Proposed)



Operational Costs Breakdown

Operational Costs	FY2025	FY2026	FY2027	FY2028	Total
Maintenance	\$200	\$200	\$200	\$200	\$800
Total	\$200	\$200	\$200	\$200	\$800

Acronyms Table

Below is a list of general acronyms used by the City. Please see the full definition of any term within the Glossary of Budget Terms.

ABBREVIATED FORM	FULL NAME
ACFR	ANNUAL COMPREHENSIVE FINANCIAL REPORT
ACH	AUTOMATED CLEARING HOUSE
ADA	AMERICANS WITH DISABILITIES ACT
CalPERS	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM
COLA	COST OF LIVING ADJUSTMENT
CPI	CONSUMER PRICE INDEX
ERAF	EDUCATIONAL REVENUE AUGMENTATION FUND
FPPC	FAIR POLITICAL PRACTICES COMMISSION
FTE	FULL-TIME EQUIVALENT
FY	FISCAL YEAR
GAAP	GENERALLY ACCEPTED ACCOUNTING PRINCIPLES
GASB	GOVERNMENTAL ACCOUNTING STANDARDS BOARD
GFOA	GOVERNMENT FINANCE OFFICERS ASSOCIATION
ICMA	INTERNATIONAL CITY MANAGEMENT ASSOCIATION
LTP	LAGUNA TREATMENT PLANT
LOCC	LEAGUE OF CALIFORNIA CITIES
MOU	MEMORANDUM OF UNDERSTANDING
MTC	METROPOLITAN TRANSPORTATION COMMISSION
OPEB	OTHER POST-EMPLOYMENT BENEFITS
PCI	PAVEMENT CONDITION INDEX
PERS	PUBLIC EMPLOYEES RETIREMENT SYSTEM
RPTT	REAL PROPERTY TRANSFER TAX
RPTTF	REDEVELOPMENT PROPERTY TAX TRUST FUND
RFP	REQUEST FOR PROPOSAL
SCTA	SONOMA COUNTY TRANSPORTATION AUTHORITY
SMART	SONOMA MARIN AREA RAIL TRANSIT PROJECT
TOT	TRANSIENT OCCUPANCY TAX



Glossary of Budget Terms

Abatement: A reduction or elimination of a real or personal property tax, motor vehicle excise, a fee, charge, or special assessment imposed by a governmental unit. Granted only on application of the person seeking the abatement and only by the committing governmental unit.

Accounting System: The total structure of records and procedures that identify, record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, account groups, and organizational components.

Accrual: Are the recording of revenues earned or expenses incurred which impact net income, although cash has not yet exchanged hands.

Accrued Interest: The amount of interest that has accumulated on the debt since the date of the last interest payment, and on the sale of a bond, the amount accrued up to but not including the date of delivery (settlement date). (See Interest)

Amortization: The gradual repayment of an obligation over time and in accordance with a predetermined payment schedule.

Appropriation: A legal authorization from the community's legislative body to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.

Arbitrage: As applied to municipal debt, the investment of tax-exempt bonds or note proceeds in higher yielding, taxable securities. Section 103 of the Internal Revenue Service (IRS) Code restricts this practice and requires (beyond certain limits) that earnings be rebated (paid) to the IRS.

Assessed Valuation: A value assigned to real estate or other property by a government as the basis for levying taxes.

Audit: An examination of a community's financial systems, procedures, and data by a certified public accountant (independent auditor), and a report on the fairness of financial statements and on local compliance with statutes and regulations. The audit serves as a valuable management tool in evaluating the fiscal performance of a community.

Audit Report: Prepared by an independent auditor, an audit report includes: (a) a statement of the scope of the audit; (b) explanatory comments as to application of auditing procedures; (c) findings and opinions. It is almost always accompanied by a management letter which contains supplementary comments and recommendations.

Available Funds: Balances in the various fund types that represent non-recurring revenue sources. As a matter of sound practice, they are frequently appropriated to meet unforeseen expenses, for capital expenditures or other one-time costs.

Balance Sheet: A statement that discloses the assets, liabilities, reserves and equities of a fund or governmental unit at a specified date.

Betterments (Special Assessments): Whenever a specific area of a community receives benefit from a public improvement (e.g., water, sewer, sidewalk, etc.), special property taxes may be assessed to reimburse the governmental entity for all or part of the costs it incurred. Each parcel receiving benefit from the improvement is assessed for its proportionate share of the cost of such improvements. The proportionate share may be paid in full or the property owner may request that the assessors apportion the betterment over 20 years. Over the life of the betterment, one year's apportionment along with one year's committed interest computed from October 1 to October 1 is added to the tax bill until the betterment has been paid.

Bond: A means to raise money through the issuance of debt. A bond issuer/borrower promises in writing to repay a specified sum of money, alternately referred to as face value, par value or bond principal, to the buyer of the bond on a specified future date (maturity date), together with periodic interest at a specified rate. The term of a bond is always greater than one year. (See Note)

Bond and Interest Record: (Bond Register) – The permanent and complete record maintained by a treasurer for each bond issue. It shows the amount of interest and principal coming due each date and all other pertinent information concerning the bond issue.

Bonds Authorized and Unissued: Balance of a bond authorization not yet sold. Upon completion or abandonment of a project, any remaining balance of authorized and unissued bonds may not be used for other purposes, but must be rescinded by the community's legislative body to be removed from the community's books.

Bond Issue: Generally, the sale of a certain number of bonds at one time by a governmental unit.



Bond Rating (Municipal): A credit rating assigned to a municipality to help investors assess the future ability, legal obligation, and willingness of the municipality (bond issuer) to make timely debt service payments. Stated otherwise, a rating helps prospective investors determine the level of risk associated with a given fixed-income investment. Rating agencies, such as Moody's and Standard and Poors, use rating systems, which designate a letter or a combination of letters and numerals where AAA is the highest rating and C1 is a very low rating.

Budget: A plan for allocating resources to support particular services, purposes and functions over a specified period of time. (See Performance Budget, Program Budget)

Capital Assets: All real and tangible property used in the operation of a government, which is not easily converted into cash, and has an initial useful life extending beyond a single financial reporting period. Capital assets include land and land improvements; infrastructure such as roads, bridges, water and sewer lines; easements; buildings and building improvements; vehicles, machinery and equipment. Communities typically define capital assets in terms of a minimum useful life and a minimum initial cost. (See Fixed Assets)

Capital Budget: An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method of financing each recommended expenditure, i.e., tax levy or rates, and identify those items that were not recommended. (See Capital Assets, Fixed Assets)

Cash: Currency, coin, checks, postal and express money orders and bankers' drafts on hand or on deposit with an official or agent designated as custodian of cash and bank deposits.

Cash Management: The process of monitoring the ebb and flow of money in and out of municipal accounts to ensure cash availability to pay bills and to facilitate decisions on the need for short-term borrowing and investment of idle cash.

Certificate of Deposit (CD): A bank deposit evidenced by a negotiable or non-negotiable instrument, which provides on its face that the amount of such deposit plus a specified interest payable to a bearer or to any specified person on a certain specified date, at the expiration of a certain specified time, or upon notice in writing.

Classification of Real Property: Assessors are required to classify all real property according to use into one of four classes: residential, open space, commercial, and industrial. Having classified its real property, local officials are permitted to determine locally, within limitations established by statute and the Commissioner of Revenue, what percentage of the tax burden is to be borne by each class of real property and by personal property owners.

Collective Bargaining: The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor union, regarding wages, hours and working conditions.

Consumer Price Index: The statistical measure of changes, if any, in the overall price level of consumer goods and services. The index is often called the "cost-of-living index."

Cost-Benefit Analysis: A decision-making tool that allows a comparison of options based on the level of benefit derived and the cost to achieve the benefit from different alternatives.

Debt Burden: The amount of debt carried by an issuer usually expressed as a measure of value (i.e., debt as a percentage of assessed value, debt per capita, etc.). Sometimes, debt burden refers to debt service costs as a percentage of the total annual budget.

Debt Service: The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

Depreciation: The expiration in the service life of capital assets attributable to wear and tear, deterioration, action of physical elements, inadequacy or obsolescence.

Encumbrance: A reservation of funds to cover obligations arising from purchase orders, contracts, or salary commitments that are chargeable to, but not yet paid from, a specific appropriation account.

Enterprise Funds: An enterprise fund is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of the total cost of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any. With an enterprise fund, all costs of service delivery—direct, indirect, and capital costs—are identified. This allows the community to



recover total service costs through user fees if it chooses. Enterprise accounting also enables communities to reserve the "surplus" or net assets unrestricted generated by the operation of the enterprise rather than closing it out to the general fund at year-end. Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services.

Equalized Valuations (EQVs): The determination of the full and fair cash value of all property in the community that is subject to local taxation.

Estimated Receipts: A term that typically refers to anticipated local revenues often based on the previous year's receipts and represents funding sources necessary to support a community's annual budget. (See Local Receipts)

Exemptions: A discharge, established by statute, from the obligation to pay all or a portion of a property tax. The exemption is available to particular categories of property or persons upon the timely submission and approval of an application to the assessors. Properties exempt from taxation include hospitals, schools, houses of worship, and cultural institutions. Persons who may qualify for exemptions include disabled veterans, blind individuals, surviving spouses, and seniors.

Expenditure: An outlay of money made by municipalities to provide the programs and services within their approved budget.

Fiduciary Funds: Repository of money held by a municipality in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and other funds. These include pension (and other employee benefits) trust funds, investment trust funds, private- purpose trust funds, and agency funds.

Fixed Assets: Long-lived, assets such as buildings, equipment and land obtained or controlled as a result of past transactions or circumstances.

Fixed Costs: Costs that are legally or contractually mandated such as retirement, FICA/Social Security, insurance, debt service costs or interest on loans.

Float: The difference between the bank balance for a local government's account and its book balance at the end of the day. The primary factor creating float is clearing time on checks and deposits. Delays in receiving deposit and withdrawal information also influence float.

Full Faith and Credit: A pledge of the general taxing powers for the payment of governmental obligations. Bonds carrying such pledges are usually referred to as general obligation or full faith and credit bonds.

Fund: An accounting entity with a self-balancing set of accounts that are segregated for the purpose of carrying on identified activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

Fund Accounting: Organizing financial records into multiple, segregated locations for money. A fund is a distinct entity within the municipal government in which financial resources and activity (assets, liabilities, fund balances, revenues, and expenditures) are accounted for independently in accordance with specific regulations, restrictions or limitations. Examples of funds include the general fund and enterprise funds. Communities whose accounting records are organized according to the Uniform Municipal Accounting System (UMAS) use multiple funds.

GASB 34: A major pronouncement of the Governmental Accounting Standards Board that establishes new criteria for the form and content of governmental financial statements. GASB 34 requires a report on overall financial health, not just on individual funds. It requires more complete information on the cost of delivering value estimates on public infrastructure assets, such as bridges, roads, sewers, etc. It also requires the presentation of a narrative statement of the government's financial performance, trends and prospects for the future.

GASB 45: This is another Governmental Accounting Standards Board major pronouncement that each public entity accounts for and reports other post-employment benefits in its accounting statements. Through actuarial analysis, municipalities must identify the true costs of the OPEB earned by employees over their estimated years of actual service.

General Fund: The fund used to account for most financial resources and activities governed by the normal appropriation process.

General Obligation Bonds: Bonds issued by a municipality for purposes allowed by statute that are backed by the full faith and credit of its taxing authority.

Governing Body: A board, committee, commission, or other executive or policymaking body of a municipality or school district.



Indirect Cost: Costs of a service not reflected in the operating budget of the entity providing the service. An example of an indirect cost of providing water service would be the value of time spent by non-water department employees processing water bills. A determination of these costs is necessary to analyze the total cost of service delivery. The matter of indirect costs arises most often in the context of enterprise funds.

Interest: Compensation paid or to be paid for the use of money, including amounts payable at periodic intervals or discounted at the time a loan is made. In the case of municipal bonds, interest payments accrue on a day-to-day basis, but are paid every six months.

Interest Rate: The interest payable, expressed as a percentage of the principal available for use during a specified period of time. It is always expressed in annual terms.

Investments: Securities and real estate held for the production of income in the form of interest, dividends, rentals or lease payments. The term does not include fixed assets used in governmental operations.

Line Item Budget: A budget that separates spending into categories, or greater detail, such as supplies, equipment, maintenance, or salaries, as opposed to a program budget.

Local Aid: Revenue allocated by the state or counties to municipalities and school districts.

Major Funds: governmental or enterprise funds whose revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) are at least 10 percent of the corresponding totals for all governmental or enterprise funds and at least 5 percent of the aggregate amount for all governmental and enterprise funds. Any other fund may be reported as a major fund if the government's officials believe that the fund is particularly important to financial statement users.

Maturity Date: The date that the principal of a bond becomes due and payable in full.

Municipal(s): (As used in the bond trade) "Municipal" refers to any state or subordinate governmental unit. "Municipals" (i.e., municipal bonds) include not only the bonds of all political subdivisions, such as cities, towns, school districts, special districts, counties but also bonds of the state and agencies of the state.

Nonmajor Funds: All governmental or enterprise funds that do not meet the criteria to be defined as a major fund.

Note: A short-term loan, typically with a maturity date of a year or less.

Objects of Expenditures: A classification of expenditures that is used for coding any department disbursement, such as "personal services," "expenses," or "capital outlay."

Official Statement: A document prepared for potential investors that contains information about a prospective bond or note issue and the issuer. The official statement is typically published with the notice of sale. It is sometimes called an offering circular or prospectus.

Operating Budget: A plan of proposed expenditures for personnel, supplies, and other expenses for the coming fiscal year.

Overlapping Debt: A community's proportionate share of the debt incurred by an overlapping government entity, such as a regional school district, regional transit authority, etc.

Performance Budget: A budget that stresses output both in terms of economy and efficiency.

Principal: The face amount of a bond, exclusive of accrued interest.

Program: A combination of activities to accomplish an end.

Program Budget: A budget that relates expenditures to the programs they fund. The emphasis of a program budget is on output.

Purchased Services: The cost of services that are provided by a vendor.

Refunding of Debt: Transaction where one bond issue is redeemed and replaced by a new bond issue under conditions generally more favorable to the issuer.



Reserve Fund: An amount set aside annually within the budget of a town to provide a funding source for extraordinary or unforeseen expenditures.

Revaluation: The assessors of each community are responsible for developing a reasonable and realistic program to achieve the fair cash valuation of property in accordance with constitutional and statutory requirements. The nature and extent of that program will depend on the assessors' analysis and consideration of many factors, including, but not limited to, the status of the existing valuation system, the results of an in-depth sales ratio study, and the accuracy of existing property record information.

Revenue Anticipation Note (RAN): A short-term loan issued to be paid off by revenues, such as tax collections and state aid. RANs are full faith and credit obligations.

Revenue Bond: A bond payable from and secured solely by specific revenues and thereby not a full faith and credit obligation.

Revolving Fund: Allows a community to raise revenues from a specific service and use those revenues without appropriation to support the service.

Sale of Real Estate Fund: A fund established to account for the proceeds of the sale of municipal real estate other than proceeds acquired through tax title foreclosure.

Stabilization Fund: A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose.

Surplus Revenue: The amount by which cash, accounts receivable, and other assets exceed liabilities and reserves.

Tax Rate: The amount of property tax stated in terms of a unit of the municipal tax base; for example, \$14.80 per \$1,000 of assessed valuation of taxable real and personal property.

Tax Title Foreclosure: The procedure initiated by a municipality to obtain legal title to real property already in tax title and on which property taxes are overdue.

Trust Fund: In general, a fund for money donated or transferred to a municipality with specific instructions on its use. As custodian of trust funds, the treasurer invests and expends such funds as stipulated by trust agreements, as directed by the commissioners of trust funds or by the community's legislative body. Both principal and interest may be used if the trust is established as an expendable trust. For nonexpendable trust funds, only interest (not principal) may be expended as directed.

Uncollected Funds: Recently deposited checks included in an account's balance but drawn on other banks and not yet credited by the Federal Reserve Bank or local clearinghouse to the bank cashing the checks. (These funds may not be loaned or used as part of the bank's reserves and they are not available for disbursement.)

Undesignated Fund Balance: Monies in the various government funds as of the end of the fiscal year that are neither encumbered nor reserved, and are therefore available for expenditure once certified as part of free cash.

Unreserved Fund Balance (Surplus Revenue Account): The amount by which cash, accounts receivable, and other assets exceed liabilities and restricted reserves. It is akin to a "stockholders' equity" account on a corporate balance sheet. It is not, however, available for appropriation in full because a portion of the assets listed as "accounts receivable" may be taxes receivable and uncollected. (See Free Cash)

Valuation (100 Percent): The legal requirement that a community's assessed value on property must reflect its market, or full and fair cash value.

