

ANNUAL OPERATING BUDGET 2015-2016



Adopted
June 22, 2015



ANNUAL OPERATING BUDGET 2015-2016

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Scenic Pacifica
Incorporated Nov. 22, 1957

CITY OF PACIFICA

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June 22, 2015

To the City Council and Community of Pacifica,

On behalf of the City staff, I am pleased to present a balanced operating budget for 2015-16. Like many in the past, this budget development process has not been an easy one and required many changes to continue to provide services and meet community needs.

The City Council's Mandate Related to City Finances

When I arrived in October 2013, I clearly understood my mandate from the City Council to be the following:

- Understand the City's fiscal circumstances;
- Identify challenges and opportunities;
- Develop a plan for long-term fiscal sustainability;
- Communicate my findings about the fiscal status in understandable terms.

Since then, I have been moving forward to deliver on this mandate. We made significant progress last year with the 2014-15 Operating Budget.

The 2015-16 Operating Budget presented this year delivers an even greater degree of clarity and understanding but more work is needed. Staff and I continue to move the City forward and appreciate the support and patience of the Council and the community.

2015-16 Operating Budget Development

In reviewing the 2015-16 Operating Budget, readers will find that we continue to rely on a number of themes included in last year's operating budget; examples follow:

- ❖ **Pursue cost recovery.** With the completion of the Cost Allocation Plan and Fee Study in 2013, the City began to have a better understanding of the true cost of delivering services and has moved toward recovering those costs in appropriate ways.

- ❖ **Budget annual expenses at or below annual revenues.** Reliance on reserves to balance a budget for more than the time needed to make structural changes is not good practice. We continue to maintain our projected expenses at or below projected revenues for 2015-16.
- ❖ **Align one-time money to cover one-time expenses** rather than ongoing operations. This is a direction that the City has been moving toward for some time and a “best practice.” The 2015-16 Operating Budget appropriately aligns these funds.
- ❖ **Increase financial transparency.** Staff continues to be focused on sharing financial information in such a way as to engender trust in how the City manages the public’s money.

This balanced operating budget has taken several months to complete and includes preparing revenue and expense projections, understanding the result, and developing strategies for bringing them into balance. Staff began using new tools in the process last year including a new model for financial forecasting that includes transparent revenue and expense assumptions. In addition, the 2015-16 Operating Budget document continues to be presented as a comprehensive summary view of the City’s fiscal health with an easy-to-read format.

This operating budget continues a number of cost reduction strategies implemented over the past 5 years, i.e., reduced staff compensation by freezing salary ranges and reducing benefits. Over that same timeframe, we have reduced the number of employees by approximately 12% since 2010 with cuts that affected all departments. The reduced staffing levels have continued in this operating budget with one exception: the vacant Plant Manager position in the Waste Water Department will be filled in 2015-16.

In addition, we continue to recommend appropriate increases to our fees and charges to help offset increased costs, and to conservatively project tax revenues.

Together, staff and I developed a number of changes to bring the budget into balance and the following summarizes the key recommendations accepted by the City Council and included in the 2015-16 Operating Budget.

2015-16 Work Plan and Goals

Cities typically identify goals and activities on an annual basis in the spring so that city resources can be aligned with achieving or completing them during the budget development process. We followed this same process this year and the City Council adopted the following six (6) goals at its meeting on June 8, 2015, to guide City activities:

- **“Fiscal Sustainability”** includes activities such as investing in economic development to increase revenues, funding a reserve/emergency fund, and being well prepared for grant opportunities.

- **“A Connected Community”** includes activities such as taking actions to restore trust in city government, expanding communication, and building community.
- **“Stewardship of City Infrastructure”** includes activities such as repairing/replacing outdated city facilities such as city hall, the libraries, fire stations, etc., improving streets, and responding to impacts of sea level rise.
- **“A Healthy and Compassionate Community”** includes activities such as addressing affordable housing and mental health services, investigating strategies related to homelessness, and supporting youth services.
- **“Preserve and Enhance Natural Resources”** includes activities such as mapping out parks and open space, preserving hillsides and beaches, paying attention to flora and fauna needs, and environmental health.
- **“A Strong Workforce Infrastructure”** includes activities such as strategies to address employee retention and attraction challenges, engaging staff in decision-making, and recognizing staff.

The 2015-16 Work Plan was built upon these 6 goals and includes 20 projects and initiatives identified for staff and Council attention over the next year. The purpose of the Work Plan is to ensure clear expectations and that the City's meager resources are directed toward Council-approved activities.

The 2015-16 Work Plan doesn't include all the services the City delivers nor all the projects underway. Using an iceberg analogy, the Work Plan represents projects and initiatives that appear “above the water line” and are highly visible to the Council and the community. Below the “water line” and not as visible but at least equally important are the myriad foundational activities City staff engage in every day to serve the community such as issuing permits, patrolling streets, responding to emergencies, mowing lawns, hiring employees, operating the sewage treatment facility, etc.

A copy of the 2015-16 Work Plan is included in a separate section of the budget and is referenced elsewhere in this letter.

Tax Revenues

Pacifica's revenues are fairly stable, and even during the Recession we saw little revenue change. However, as the economy improves, we are starting to see our revenues increase. For 2015-16, trends contributing to the increase include more homes sold and at higher prices as the housing market improves, more meals eaten in our restaurants, and more visitors staying in our hotels. This positive growth is reflected in the projected 4.7% increase in total revenues.

Excess Educational Relief Augmentation Fund¹ (Excess ERAF)

Another significant financial change continued this year is to treat “Excess ERAF” funds, a significant source of discretionary revenue, differently than in the past and to segregate it from City operating funds. As staff reported last year, San Mateo County began advising cities and other agencies in 2011 to begin treating these revenues as “one-time funds” and not to include them in the operating budget as ongoing revenues because the funds are not expected to continue indefinitely.

Last year, staff recommended that the Excess ERAF funds not be included in the General Fund for operations. Instead, assuming we received funds in February 2015, we recommended that they be treated as one-time monies and segregated in a “special revenue” fund, outside of the General Fund, for appropriate use at Council’s discretion.

In March 2015, staff returned to Council with a report on our receipt of Excess ERAF monies. For 2014-15 we received approximately \$1.7 million and recommended the establishment of Fund 30 to hold the revenue prior to appropriation toward Council-determined projects or initiatives. The Council approved \$3,000 for the Pacifica Beach Coalition and \$83,000 for the Pacifica Resource Center. They also indicated other projects or initiatives of interest.

The City’s needs far exceed these funds and staff will be returning to Council in 2015-16 with recommended fund allocations aligned with the 2015-16 Work Plan.

Council confirmed that this practice of receiving the funds and then determining their use should continue for 2015-16.

Loan from Fund 34 to General Fund to Smooth Pension Obligation Bond Payments

The City issued pension obligation bonds (POBs) in 2010 to reduce the long term financial liability associated with pension costs and save interest costs of approximately \$80,000 per year. The bonds are divided into three groups with various payoff terms as shown below.

Pension Obligation Bonds				
	Principal (millions)	w/interest (millions)	Term (years)	Payoff Year
Police	\$4.60	\$6.00	7	2016-17
Fire	\$4.30	\$6.00	9	2018-19
Misc*	\$11.10	\$23.00	20	2019-20

(*The name “Misc” refers to all “miscellaneous” or non-safety employees.)

¹ The County collects property taxes and deposits a portion into ERAF to fund K-12 schools and community colleges. Excess ERAF is the revenue that remains after all schools receive funding that meets the State mandated funding levels. Excess ERAF revenues, prior to the dissolution of Redevelopment, were to be returned to the taxing entity (City) from which it was collected. The recent legislation dissolving Redevelopment Agencies (RDA) changes how property taxes are distributed for school funding and eventually eliminates Excess ERAF and its subsequent distribution to cities.

In the next 5-year period, the Police POBs will be paid off and reduce expenses by close to \$1 million per year. Just beyond this timeframe, the Fire POBs will also be paid off with an expense reduction of approximately \$750,000 per year. Given these are more short-term demands for cash, staff recommended the option of using internal borrowing to “smooth” the payments through the end of the decade so that our total costs would be approximately \$2 million annually. Fund 34 was designated as the source of a loan that would allow the payment smoothing. Council approved this recommendation.

A total amount of approximately \$2.1 million will be borrowed over three years (2014-15, 2015-16 and 2016-17), and then paid back from the General Fund with interest over the following four (2017-18, 2018-19, 2019-20, 2020-21). For 2015-16, the loan amount will be approximately \$692,000. A full description of the loan and repayment schedule is included in a separate section of this operating budget document.

Adjustments to Fees & Charges Master Schedule

In last year's operating budget, we began to consolidate all fees & charges collected by the City into one document. This year, we have advanced this notion by adding more fees and charges found in other City references into this master list.

In addition, a number of fees and charges have been modified for various reasons. Some fees charged for City services are set at a flat dollar amount (i.e., recreation class fees) while others depend on the amount of time spent on the service (i.e., development review). In this latter case, we use an hourly rate that reflects the staff costs to provide the service. The Cost Allocation Plan and Fee Study completed by Willdan Financial Services in 2013 helped determine the appropriate starting hourly rate. For 2015-16, the current year's hourly rate was increased by 5% to reflect part of the cost increases associated with the personnel providing the service. Other changes have been made to fees that are based on meeting State or County requirements.

In addition to the individual increases, the total projected revenue expected to be collected from fees and charges for City services and programs reflects staff's expected increase in various activities, e.g., more people sign up for classes, more permits are issued for home remodels and more development projects get underway.

Parking Enterprise Fund

Last year, the operating budget included the creation of a Parking Enterprise Fund designed to align all revenues and expenses associated with providing beach parking and adding services that are provided by then newly hired Park Rangers and accounting for them separately in Fund 35. That effort has proven successful and continues this year.

More than the General Fund – “Other Funds”

The City's full operating budget includes more than just the General Fund even though that is the topic that often gets the most attention and for good reason. The General Fund is comprised of

discretionary revenues and is focused on the City's operations. In addition, the majority of staff is funded from the General Fund.

However, there are a number of other funds that make up the City's full financial picture and that are important to understanding the City's overall financial status. Staff and I spent significant time delving into these funds in order to understand their status and expected activity over the next year. An "All Funds Budget Summary" is included as part of the operating budget document as well as a list of fund descriptions.

After identifying the status of these funds in last year's budget, including several transfers between funds that served as inter-fund loans, understanding the nature and activity with all funds remained a high priority for me and for staff.

These funds may show deficits as projects are underway prior to the City receiving grant funds or other reimbursement for activities. In addition, any inter-fund loans would also be represented in the balances shown here. More specifics follow:

- **Fund 01 General Fund.** The General Fund is shown with a **Fund Balance of just over \$1.9 million** that reflects the audited results for 2013-14 as well as projected budget savings for 2014-15. There are also a number of special reserves connected to the General Fund and of note are the following three:
 - **Reserve—General Fund.** This is a new reserve established by Council Policy in June 2013. The reserve has not yet been funded but Council identified beginning to fund the reserve as a high priority and doing so is on the 2015-16 Work Plan.
 - **Reserve—Legal.** This fund was established last year as a way to differentiate typical "regular" activities associated with the City Attorney's Office and activities beyond those expected. Staff is hopeful that access to these funds won't be necessary but if they are needed, Council action will be requested to transfer funds to meet specific needs.
 - **Reserve for Advance-RDA.** Some years ago, the General Fund loaned funds to the Redevelopment Agency for investment in activities designed to increase property value and strengthen the local business base. The loan(s) would be paid back via tax increment realized as property values increased. Such actions were common among cities. The amount shown here, approximately \$2.5 million, is the portion of the loan that could still be eligible for repayment under the new Successor Agency structure.

When the State of California dissolved Redevelopment Agencies, many cities were left holding loans that are no longer collectible and such is the case here. The City continues to carry the loan in hopes that a fraction of the funds will be repaid by the State at the conclusion of transition activities currently underway, however staff considers full repayment unlikely.

- **Fund 38 Disaster Accounting Fund.** This fund is used to track revenues and expenses related to unexpected catastrophic events. The most recent event occurred at 380 Esplanade in 2010 but there have been others as well. The fund balance shown here reflects the expenses and reimbursements for all emergencies to date. The 2010 disaster response is close to being concluded and further reimbursement via the State's Office of Emergency Services is unlikely. Staff estimates the deficit shown as approximately \$1.2 million will likely be the City's portion to cover.

Under **Special Revenue Funds**, the following have special circumstances that are highlighted:

- **Fund 26 Park In-Lieu Fund.** The deficits shown here have resulted from projects such as the dog park being constructed and the purchase of the Tronoff property needed to complete the Coastal Trail. Staff expects the Tronoff Property purchase amount to be reimbursed by a grant once a second property (known as the "Colt" property) is purchased, likely later in 2015. When those funds are available, they will be credited to this fund and return it to a positive balance.
- **Fund 30 Excess ERAF Fund.** As described in an earlier section of this letter, this fund was established to hold these special funds pending Council direction and appropriation. If and when funding is received for 2015-16, the new funds will also reside here until Council action is taken related to their use.

For **Capital Project Funds**, the following specifics are offered:

- **Fund 09 Street Construction Fund.** This fund loaned approximately \$2.2 million to Fund 22 in 2003. In looking more closely at the agenda report² authorizing the loan very recently, we noted that an interest rate of 2% per year was also approved. Compounded annually, the interest accrues to approximately \$631,000 by the end of 2015-16. So far, staff has not discovered any repayment of the loan to date so the entire amount is an "outstanding receivable" or "amount due" to the fund. The balance shown for this fund includes the initial

² City Council Agenda Report dated November 10, 2003.

loan amount (but not the interest) as well as other remaining funds held. The interest amount is not included because it has not yet been posted to the fund.

- **Fund 22 General Capital Improvement Fund.** This fund includes the obligation to repay the \$2.2 loan mentioned above in Fund 09 as well as an additional positive amount of approximately \$1 million in additional funds. The way the loan is shown this year is different than in 2014-15 because it accounts for the true fund balance. The interest noted above of \$631,000 is not included but will be added to the repayment plan. The interest amount is not included because it has not yet been posted to the fund.
- **Fund 23 Frontierland Remediation Fund.** This fund has been newly created to better track the revenues that the City collects from Recology under our franchise agreement and the expenditures on which the funds are spent.

The City also holds **Trust Funds** and in Spring 2015 we established a new one:

- **Fund 28 PB&R Special Revenue Fund.** The City recently received a generous bequest of funds from a local family to support programs in Parks, Beaches and Recreation Department.

Taken in total, the City's funds are clearly "in the black" and able to cover obligations. The complicating factor is that most of the funds are not interchangeable because the revenue source has restricted the types of expense eligible for the funds. This makes tracking the revenues and expenses for each fund necessary, and repaying or replenishing the deficits a requirement.

Repaying or Replenishing the Inter-Fund Loans

Last year I reported that a number of inter-fund transfers or loans between funds had been made over past years and had produced deficits in some funds. Some of those deficits continue, primarily in Funds 38 and 22.

Temporary deficits (even over years) that are due to lags between receiving grants or reimbursement of expenses are common and easy to understand. In addition, loans between funds can be good practice as evidenced by the one made last year to help with the pension obligation bond payments. A crucial part of these actions though is to document them and include a plan for repayment or replenishment.

As part of the budget development process this year, the City Council has asked for a formal policy on "Inter-Fund Loans" that includes documentation of repayment of such transfers and staff is in the process of preparing a draft for Council consideration and adoption this summer.

Getting back to addressing the loans that produced the deficit numbers, the strategies available to us to address them include the following:

- Applying future annual revenues (for funds other than the General Fund) we receive that are eligible to be transferred into the deficient fund or applied to offset the expenses that the deficits represent (staff continues to collect this historical information);
- Assigning a portion of General Fund balance revenues toward the amounts;
- Using one-time revenues such as the proceeds from the sale of the Beach Blvd. property;
- And lastly, directing available Excess ERAF funds toward these deficits.

The City Council has given high priority to beginning to address the loans as well as beginning to fund the emergency reserve and both actions are included in the 2015-16 Work Plan. In the meantime, the City will continue to meet its obligations and City services will continue to be provided.

Looking Ahead to Addressing Bigger Problems

The difficulty we faced in delivering a balanced operating budget this year is not new—in fact, such circumstances have unfortunately become the norm for Pacifica. Looking ahead, the City will continue to face an uphill battle in terms of expenses outpacing revenues.

Drawing new business to Pacifica and encouraging development where possible are our only avenues at this time for growing revenues and the City established a new Economic Development program in 2014-15. Further expense reductions, which is the other strategy available to us to meet future budget needs, will mean fewer staff and reduced services and programs.

While meeting daily operating needs in order to continue services tends to be our primary focus, the continual deterioration of Pacifica's infrastructure (e.g., streets, storm water system, and civic buildings) is an even larger problem and also one that the City Council has raised to a higher level of visibility and priority in the 2015-16 Work Plan.

Gratitude for Staff's Teamwork

Since my arrival last October, City staff has shown a great deal of flexibility in responding to the many changes I've introduced especially around City financial activities. Indeed, developing the operating budget and preparing this operating budget document have required many hours of preparation and quality control that I recognize and truly appreciate. They have worked in concert and their teamwork has contributed to this operating budget's successful completion.

In particular, I want to recognize the efforts of the Executive Team—Interim Police Chief **Dan Steidle**; Deputy Fire Chief **Rich Johnson**; Planning Director **Tina Wehrmeister**; Public Works Director **Van Dominic Ocampo**; Parks, Beaches and Recreation Director **Mike Perez**; City Clerk **Kathy O'Connell**; Waste Water Treatment Plant Director **Dave Gromm**; City Attorney **Michelle Marchetta Kenyon**;

and especially Assistant City Manager **Lorenzo Hines Jr.** and Financial Services Manager **Cindy Mosser**—as well as the staff of the Finance Department-- Accounting Technicians **Vivian Penaredondo, Mario Xuereb, Ying Chen** and **Carol Luebben**—and my executive assistant **Sarah Coffey**, each of whom played a crucial role in putting this operating budget together.

Finally, I want to thank the **City Council** for their stewardship through difficult financial news and tough decision-making, and their unwavering support of staff in moving the City of Pacifica forward.

Sincerely,

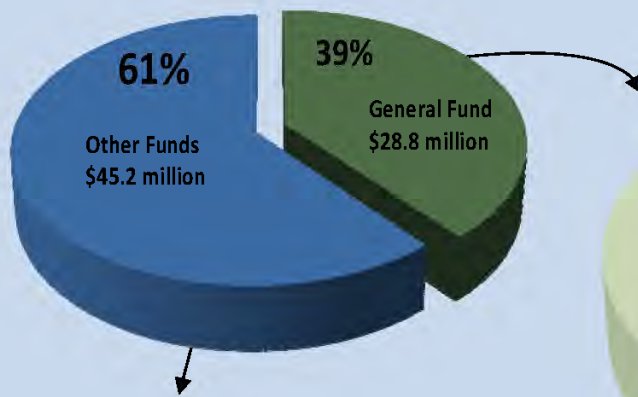


LORIE TINFOW
City Manager

THE 2015-2016 BUDGET

Here is an overview look at Pacifica's anticipated revenues and expenditures in the Fiscal Year 2015-2016 Budget

All City Appropriations 2015-2016
\$74.0 million

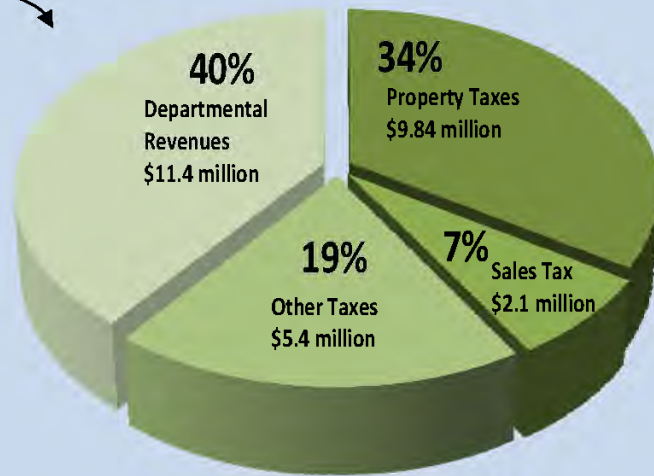


Other Funds
 (Restricted Funds)
\$45.2 million

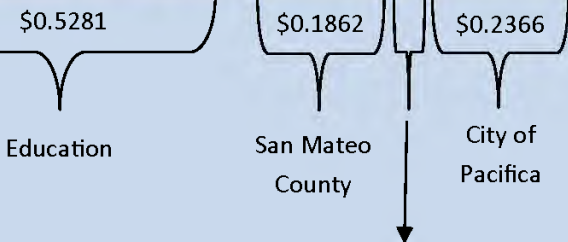
General Fund: Total Revenues

General Fund Total Revenues 2015-2016

\$28.8 million

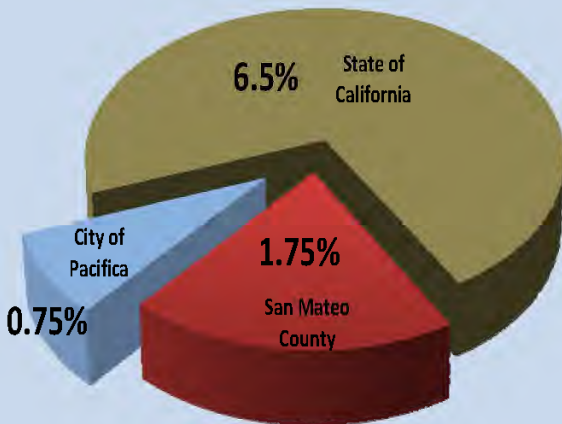


Your Property Tax \$1



County Library	\$0.0271
North Coast County Water	\$0.0172
Other	\$0.0048

Your Sales Tax - 9%



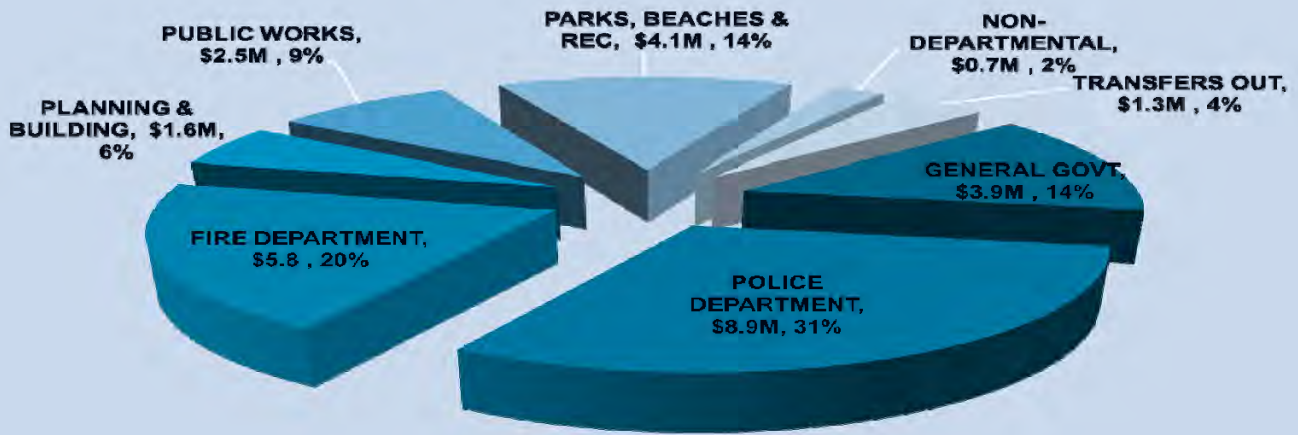
BY THE NUMBERS

The budget serves as a business plan to help the City and Citizens prioritize funding and plan for the future.

General Fund: Total Expenditures

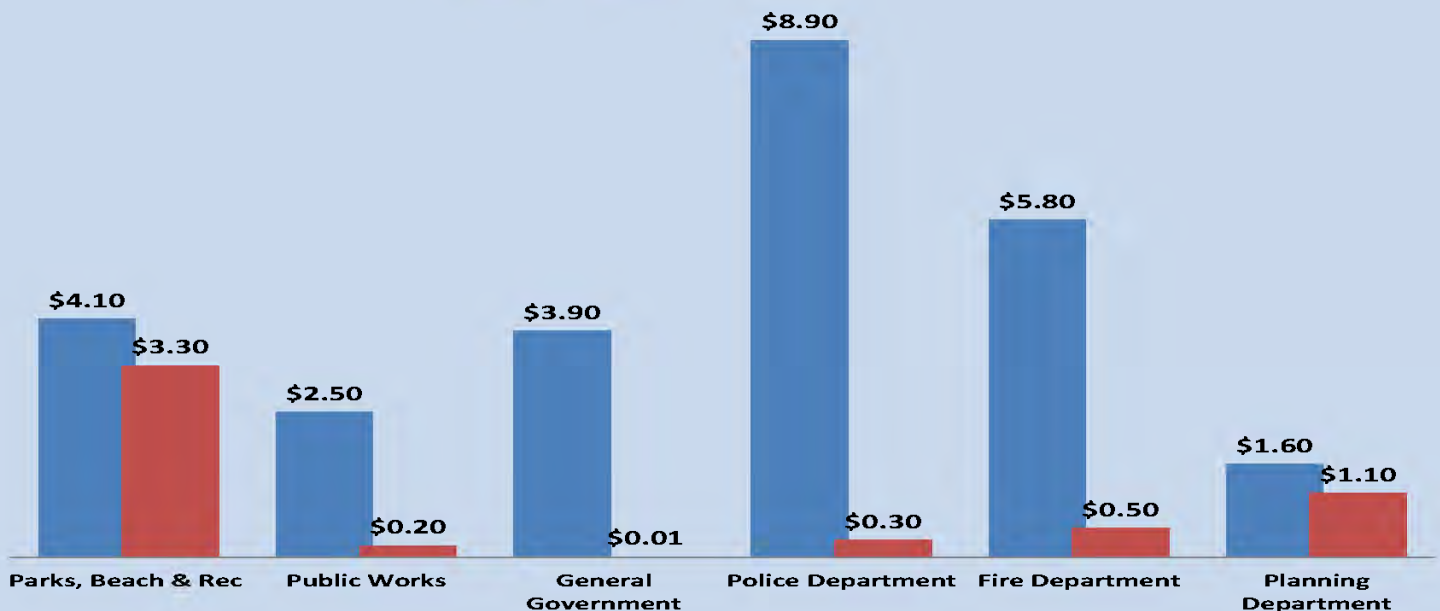
General Fund Total Expenditures 2015-2016

\$28.8 million



General Fund: Cost Recovery by Department

Department Expenditures ■ Department Revenues ■



CITY OF PACIFICA WORK PLAN 2015-2016



June 22, 2015

CITY OF PACIFICA WORK PLAN FY 2015-16		Council Priority	Goal Achieved*					Lead Depts.	Lead staff	Timeframe	
Adopted June 8, 2015			FS	CC	SCI	HCC	PENR				SWI
PROJECTS & INITIATIVES											
1	Launch the Economic Development Program: Develop separate work plan; define our competitive advantage; what features/resources can pacifica use to generate reliable revenue streams; enhance tourism; etc.	1	X						City Manager's Office	Economic Development Manager (w/ support from other depts.)	ED work plan presented to Council on June 8; includes short and long term strategies.
2	Continue progress on Palmetto Streetscape Project - Phase 1: Work with Econ Dev Comm on outreach efforts to resident/businesses in affected area; finalize bid package pending full funding; apply for State grant funding or other grant opportunities.	2	X	X	X			X	Public Works	Public Works Director / Planning Director	Underway now; funding will determine construction start; expected start prior to Dec 2016.
3	Beach Boulevard Property Development: Complete appraisals; get Coastal Commission approval of Local Coastal Plan amendments; market and enter into agreement with developer	2	X	X	X				City Manager's Office	City Manager / Planning Director	underway; developer agreement in next 12 mos.
4	Complete General Plan Update: Complete GPU and California Coastal Commission process; adopt new General Plan; develop implementation plan	3	X	X	X	X	X	X	Planning Dept.	Planning Director & Public Works Director	Six months to develop and implement additional outreach activities; implementation plan long-term
5	Begin repayment of the \$4 million in loans identified in last year's budget: designate funds to repay loans	4	X	X	X				City Manager's Office	Assistant City Manager / Financial Services Manager	return to Council in 2015-16 with plan
6	Conduct community engagement effort related to Highway 1 Widening project: Staff is aiming to launch the community engagement process July 2015; process will include development of fact sheet, electronic communications via City Hall Listens, and community meetings.	5		X					City Manager's Office	City Manager / Public Works Director	Start July 2015; complete by fall.
7	Affordable Housing needs: Identify how the City can support the development of affordable housing; update housing related provisions to the zoning ordinance (second units); streamline remodel/home improvement permitting; continue participation in the Homeless Outreach Team.	6	X			X		X	Planning Dept.	Planning Director / Police Captain	3-6 mos

CITY OF PACIFICA WORK PLAN FY 2015-16 <i>Adopted June 8, 2015</i>		Council Priority	Goal Achieved*					Lead Depts.	Lead staff	Timeframe		
			FS	CC	SCI	HCC	PENR				SWI	
8	Create an Employee Recognition & Retention Program: Form an employee committee to develop options; hold employee events; assess exit interview data for actions to remedy	7	X				X		X	Police Dept.	Parkes, Beaches & Recreation Director / Police Chief	Committee formation underway; develop plan; hold an employee recognition event in spring 2016
9	Introduce Priority-Based Budgeting for FY2016-17: begin process Summer 2015 by making presentations about the process to Council and staff; developing program inventory; engaging the community in further defining the goals; completing the program scoring process, etc.	8	X	X	X	X	X	X		City Manager's Office	City Manager / Assistant City Manager	Start summer 2015; complete by start of 2016-17 budget development process
10	Continue planning efforts toward construction of a new Library: continue working with Pacifica Library Foundation and San Mateo Library staff on planning efforts that lead to construction of new facility.	9	X	X	X	X		X Grn Bld		City Manager's Office	City Manager / Clerk	ongoing
11	Work toward raising the PCI (Pavement Condition Index): Complete the pavement condition survey by Dec 2015 and present to Council when ready.	10	X	X	X					Public Works	Public Works Director / Waste Water Director	Survey process begun; funded by grant
12	Conduct a Needs Assessment for New City Facilities: Many City facilities are not able to meet a variety of community and employee needs including accessibility challenges, inadequate space for staffing needs, technology incompatibilities, etc., nor achieve maximum efficiency and customer service by combining certain City services into a single location.	11	X		X				X	Public Works	Public Works Director / City Manager	Prior needs assessment conducted in 2008; staff will contact architect to refresh if needed.
13	Begin to allocate funds to Emergency Reserve Fund: policy is in place; funding needed	not prioritized (n/p)	X	X						City Manager's Office	City Manager / Assistant City Manager	Summer/Fall 2015
14	Work w/ County, other cities and agencies on developing a regional approach to address sea level rise, and other water related issues; participate in Sea Level Rise Vulnerability Study and in efforts to plan a multi-agency response	n/p			X			X		City Manager's Office	City Manager	SLR Vulnerability Study underway now; schedule of other efforts uncertain at this time.

*FS = Fiscal Sustainability; CC = A Connected Community; SCI = Stewardship of City Infrastructure; HCC - A Healthy / Compassionate Community; PENR = Preserve Enhance Natural Resources; SWI = A Strong Workforce Infrastructure

CITY OF PACIFICA WORK PLAN FY 2015-16 <i>Adopted June 8, 2015</i>		Council Priority	Goal Achieved*					Lead Depts.	Lead staff	Timeframe	
			FS	CC	SCI	HCC	PENR				SWI
15	Complete and obtain/coordinate Grant Funding for Pedro Point Headlands & Trail: work with Pacifica Land Trust and San Mateo County to gain PCA designation; County Measure A grant follow-up.	n/p					X		Planning Dept.	Planning Director	underway
16	Complete the purchase of "Colt Property" for addition to Coastal Trail on Pedro Point: follow up on Measure A grant opportunity; seek other funding in order to complete purchase of property by December 9, 2015; work with others to apply for grants to construct the trail	n/p		X				X	City Manager's Office	City Manager / Public Works Director	underway; purchase expected to be complete by fall 2015
17	Continue efforts to complete Milagra Off Ramp & Manor Overpass projects: Continue working on the design and apply for encroachment permit with Caltrans to construct the Milagra On-Ramp. Submit LOI with SMCTA for the construction of the Manor Overcrossing ; Improvement Project; pursue grants and other funding.	n/p		X	X				Public Works	Public Works Director	underway
18	Equalization Basin: Select site and begin construction; the equalization facility is designed to reduce wet weather peak flows to the pump station.	n/p	X		X			X	Waste Water	Waste Water Director	Council recieved Site Feasibility Evaluation in March 2015; site selection scheduled for Council action July 2015; construction to begin later in fiscal year.
19	Complete the Safe Routes to Schools project: installation of lighted Crosswalks at 5 locations adjacent to schools	n/p		X	X	X			Public Works	Public Works Director	underway; will be complete by end of June 2015.
20	Continue improvements to the Sewer Collection System: Comprehensive sewer rehabilitation would be conducted to reduce peak flows sufficiently to levels that could be handled by the existing force main and the Calera Creek Water Recycling Plant	n/p	X		X			X	Waste Water	Waste Water Director	Started 2010/ End 2030; projects planned for two geographic areas in 2015-16--Pedro Pt. and another Linda Mar area

**GENERAL FUND BUDGET
SUMMARY AND DEPARTMENT
BUDGET DETAIL
2015-2016**



June 22, 2015

CITY OF PACIFICA
2015-2016 General Fund Budget Summary
By Consolidated Revenue Source and Department



	2014-15 ADOPTED BUDGET	2014-15 REVISED BUDGET	2015-16 PROPOSED BUDGET
REVENUES			
PROPERTY TAXES	\$ 9,335,000	\$ 9,586,000	\$ 9,839,000
SALES TAX*	1,977,000	1,961,000	2,091,000
OTHER TAXES*	5,260,000	5,280,000	5,424,000
DEPARTMENT/PROGRAM	9,405,000	9,879,000	10,600,000
OTHER REVENUES	161,000	-	-
TRANSFERS IN	752,000	752,000	797,000
TOTAL GENERAL FUND SOURCE OF FUNDS	\$ 26,889,000	\$27,458,000	\$28,751,000
EXPENDITURES			
GENERAL GOVT**	\$ 3,264,000	\$ 3,264,000	\$ 3,940,000
POLICE DEPARTMENT	8,792,000	8,792,000	8,878,000
FIRE DEPARTMENT	5,663,000	5,663,000	5,789,000
PLANNING & BUILDING	1,164,000	1,164,000	1,605,000
PUBLIC WORKS	2,058,000	2,058,000	2,473,000
PARKS, BEACHES & RECREATION	3,967,000	3,967,000	4,074,000
NON-DEPARTMENTAL	707,000	707,000	718,000
TRANSFERS OUT	1,274,000	1,274,000	1,274,000
TOTAL GENERAL FUND USE OF FUNDS	\$ 26,889,000	\$ 26,889,000	\$ 28,751,000
NET SURPLUS (DEFICIT)	\$0	\$569,000	\$0

**reflects movement of one revenue source from "other taxes" into "sales tax" to align with industry standards*

***includes City Council, City Manager/City Clerk, City Attorney, Finance, Human Resources, and Information Technology*



City of Pacifica 2015 – 2016 Budget

GENERAL GOVERNMENT

General Government is a new budgetary structure that combines the services and activities of the City Manager’s Office, the City Council, the City Attorney’s Office, Economic Development and the City Clerk as well as the administrative support services provided by Finance, Information Technology, Human Resources and Risk Management.

Description of Department

The 5-Member City Council is elected at-large to serve 4-year terms. Elections are held in even years. The City Manager serves as the Chief Executive Officer of the City and directs its overall operations. The City Clerk supports the City Council and its meeting, and manages all election-related activity. Economic Development supports the attraction, retention, and nurturing of the City’s businesses community. Finance manages the City’s revenues and expenditures, payroll and annual business license renewals. The Information Technology Division manages the technology training, and installs and maintains all of the City’s hardware and software offerings. Human Resources supports departments through the employee recruitment and hiring processes, disciplinary action needs, manages city-wide training and supports the labor negotiations process. The City Attorney’s Office advises the City Council and staff in all legal matters pertaining to City operations. The 2015-16 budget reflects the consolidation of all IT services into one unit.

	2014-2015	2015-2016
General Fund Expenditures		
City Council	\$ 120,100	\$ 135,100
City Manager/City Clerk	780,330	895,700
Economic Development		323,500
Finance	767,550	822,500
Information Technology	549,100	668,100
Human Resources	569,800	651,100
City Attorney	<u>477,583</u>	<u>444,200</u>
General Fund Expenditure Total	<u>\$3,264,463</u>	<u>\$3,940,200</u>

General Fund Cost Recovery		
General Fund Expenditure Total	\$3,264,463	\$3,940,200
General Fund Revenues Total	154,900	112,000
Cost Recovery	4.8%	3.0%

Total Staffing for Department		
Funded FTE	14	14

We strive to manage and support the overall guidance of City operations with the highest integrity, greatest efficiency and most robust responsiveness possible.



City of Pacifica 2015 – 2016 Budget

PARKS, BEACHES AND RECREATION

Our mission is to foster human development; promote health and wellness; strengthen safety and security by providing programs for children, youth and adults to play and learn through positive recreational experiences.

Department Divisions

The Department is made up of support/administrative services and three main program divisions that provide recreation and human services to the community. These divisions are Recreation, Child Care and Senior Services. The department also has very robust Senior and Youth volunteer programs.

	2014-2015	2015-2016
General Fund Expenditures		
Department Support Services	\$ 284,820	\$ 287,400
Community Center	199,185	209,100
Cultural Arts	11,200	11,600
Elementary Age Rec Services	170,230	143,200
Teens & J-Teens Rec Services	73,830	75,300
Adult Sports Services	450	500
Senior Services	192,300	194,200
Instructional Class Services	129,150	134,600
Recreation Swimming Services	346,400	354,300
Swim Team	143,530	138,600
Special Community Rec Services	64,260	75,900
Seniors in Action - Title IIIB	44,300	48,300
Seniors in Action - C-1 Meals	150,500	169,300
Seniors in Action - Meals on Wheels	188,680	201,300
Child Care Preschool/School Age	879,250	797,800
Child Care - Latchkey Program	416,900	444,800
Child Care - State Preschool	433,700	402,100
Child Care – Title 22 Part Day Pre	0	65,000
Child Care - Sub-contract Grants	268,800	282,200
Recreation Preschool	41,600	38,700
General Fund Expenditure Total	\$4,039,085	\$4,074,200
General Fund Cost Recovery		
General Fund Department Revenue Total	3,278,673	3,281,700
Child Care Reserve Funds Used	219	14,719
Cost Recovery	81%	81%
Total Staffing for Department		
Total FTEs	21	21
Total Part-Time Staff Members	108	107



City of Pacifica 2015 – 2016 Budget

PLANNING DEPARTMENT

Our mission is to provide Planning and Building services for current development proposals in the timeliest manner possible, and to provide Code Enforcement services to ensure compliance with applicable City laws. To provide long range planning services to the community, with an emphasis on commercial and economic development, while preserving the City’s natural assets; and to ensure opportunities for citizen participation in the land use planning process.

Department Divisions

The Department has three functional divisions, Planning, Building and Code Enforcement. The Planning Division supports and implements the Pacifica General Plan and associated development regulations including the processing of all planning and zoning entitlement applications, providing services related to long range planning and special projects consistent with adopted Council Goals. The Building Division issues permits for all new construction and provides plan check and inspection services. The Code Enforcement division investigates formal complaints received from the general public.

	2014-2015	2015-2016
General Fund Expenditures		
Planning and Building Services	\$ 1,024,307	\$ 1,322,200
Code Enforcement	<u>139,500</u>	<u>283,000</u>
General Fund Expenditure Total	\$ 1,163,807	\$ 1,605,200
 General Fund Cost Recovery		
General Fund Expenditure Total	\$ 1,163,807	\$ 1,605,200
General Fund Department Revenue Total	911,848	1,163,300
Cost Recovery	78.4%	72.5%
 Total Staffing for Department		
Funded FTEs	7	7



City of Pacifica 2015 – 2016 Budget

POLICE DEPARTMENT

The Pacifica Police Department is committed to serving all citizens with the highest standards of ethics, professionalism, respect and fairness. We are committed to the safeguarding of constitutional guarantees; the preservation of peace, order and safety by fair and practical enforcement of laws and ordinances; and the prevention of crime through a proactive and collaborative effort with the community. Our goals are to solve problems in the community by encouraging a mutually beneficial relationship, to provide the highest level of professional service to all and to maintain our *tradition of community service*. We recognize our authority is derived from the people we serve.

Department Divisions

The Department has two divisions, Field Services and Investigations/Administration. Patrol Services, Traffic and Community Policing are in the Field Services Division. Records, Fiscal Management, Training, Technical Support, Investigations, Juvenile, Evidence, Property and Communications are in the Investigations/Administration Division. Police Reserves, Explorers and Citizen Volunteers also provide key assistance with several of these programs. The number of employees (FTES) decreased by one compared to 2014-15 due to the consolidation of all IT staff in one unit in General Government.

	2014-2015	2015-2016
General Fund Expenditures		
Juvenile Services	\$ 257,949	\$ 264,400
Investigation Services	940,939	976,000
Narcotics Task Force	67,500	79,900
Communications	777,660	791,500
Records Services	545,450	463,300
Disaster Preparedness	161,200	164,300
Patrol Services	5,831,100	5,875,900
Traffic Safety Services	166,875	197,900
Crime Prevention	<u>43,200</u>	<u>64,800</u>
General Fund Expenditure Total	\$ 8,791,873	\$ 8,878,000
General Fund Cost Recovery		
General Fund Expenditure Total	\$ 8,791,873	\$ 8,878,000
General Fund Department Revenue Total	300,184	306,000
Cost Recovery	3.4%	3.4%
Total Staffing for Department (FTE)		
Funded FTEs	38	37

It is the mission of the men and women of the Pacifica Police Department to protect and serve the members of the community with the highest level of commitment, ethics and professionalism.



City of Pacifica 2015 – 2016 Budget

PUBLIC WORKS DEPARTMENT

The Department of Public Works maintains and repairs City infrastructure in an efficient and cost-effective manner while providing a high level of customer service and a safe work environment for city employees; maintains parks, play fields and medians throughout the City; keeps streets and trails clean and well-maintained; coordinates the tree program; cleans beaches for all to enjoy; handles the City Beautification program; and provides various city departments with safe and reliable means of transportation, facilities and equipment use.

Department Divisions

The department is comprised of two divisions: Field Services and Engineering. Field Services oversees the maintenance of city streets, parks, tress, vehicles and public facilities. Engineering governs public infrastructure projects, transportation planning and traffic engineering, emergency management technical services during natural disasters and maintenance and repair of the city’s infrastructure. The 26 Public Works Department staff are supported from a number of funds; shown here is the General Fund portion only.

	2014-2015	2015-2016
General Fund Expenditures		
Engineering Services	\$ 476,362	\$ 619,400
Streets & Traffic Maintenance Services	326,400	399,900
Street Trees Services	41,550	38,500
Building Maintenance & Improvement Services	411,000	437,100
Pier and Beaches Maintenance	79,793	103,900
City Parks and Playfields	705,150	849,000
Street Light Services	<u>17,900</u>	<u>25,800</u>
General Fund Expenditure Total	\$2,058,155	\$2,473,600
 General Fund Cost Recovery		
General Fund Expenditure Total	\$ 2,043,155	\$ 2,473,600
General Fund Department Revenue Total	180,610	193,500
Cost Recovery	8.8%	7.8%
 Total Staffing for Department		
Funded FTE’s	26	26



City of Pacifica 2015 – 2016 Budget

NORTH COUNTY FIRE AUTHORITY

The North County Fire Authority’s mission is to protect life, property, and the environment from fires, accidents, medical emergencies and disasters through training, public education, fire prevention and emergency response. NCFCA provides emergency response to fires, basic and advanced life support pre-hospital care, vehicle accidents, technical rescues, hazardous materials, explosions, floods, earthquakes and non-emergency public service calls, through a consistent state of readiness and in meeting identified performance measurements. NCFCA goals are customer service, high performance organization, delivery of services & programs meeting the needs of people, and community focused activities and ventures.

NCFCA Bureaus and Divisions

The North County Fire Authority consists of the Operations Bureau, Support and Administrative Services Bureau and Fire Prevention Services Bureau. Under the Operations Bureau are the Field Battalions, Training Division, and Special Operations Division. Under the Support and Administrative Services Bureau is the Technical Services Division and Emergency Medical Services Division. Under the Fire Prevention Services Bureau are the Fire and Life Safety Section, Pre-Fire Planning and Review Section, Public Education and Community Outreach Section and Fire Investigation Section.

	2014-2015	2015-2016
General Fund Expenditures		
Fire Emergency Services	\$5,257,726	\$5,388,000
Fire Non-Emergency Services	118,200	119,500
Paramedic Services Coordinator	<u>286,700</u>	<u>281,100</u>
General Fund Expenditure Total	\$5,662,626	\$5,788,600
 General Fund Cost Recovery		
General Fund Expenditure Total	\$5,662,626	\$5,788,600
General Fund Department Revenue Total	424,600	481,600
Cost Recovery	7.5%	8.3%
 Total Staffing for Department		
Funded FTEs	26	26



City of Pacifica 2015 – 2016 Budget

WASTEWATER TREATMENT PLANT AND COLLECTIONS

The Waste Water Department is committed to maintenance and operation of the Calera Creek Water Recycling Plant, sewage lift stations and storm water drainage pump stations in accordance with State and Federal law in a cost effective manner, and to prolong the life of the collection system infrastructure and transport waste to point of treatment without disruption or overflows, while meeting the needs of our citizens.

Department Divisions

The Department has two divisions: Plant Operation and Collection System. The Plant staff performs operations and maintenance of the Plant. Collection System staff performs operations and maintenance of the Collection System. The number of employees (FTE's) increased by one due to the planned filling of 1.0 long-vacant position

	FY 2014-15	FY 2015-16
WWTP Fund 18 Expenditures - Operations		
Plant Operations & Maintenance	\$7,430,054	\$7,944,650
Collection System Operations & Maintenance	2,757,416	2,657,000
State Revolving Loan Fund	2,065,919	2,065,919
2004 Sewer Revenue Bond	475,388	0
2014 WWTP SRLF Refunding Fund		337,000
2012 Sewer Revenue Fund	450,766	450,766
Sewer Charge Compilation	11,700	11,700
Expenditures Total	\$13,191,243	\$13,467,035
 Cost Recovery		
Expenditures Total	\$13,191,243	\$13,467,035
Revenues Total	13,658,700	14,054,237
Cost Recovery	103.5%	104.4%
 To WWTP Construction Fund 34	 \$352,600	 *TBD
 Total Staffing for Department		
Funded FTE	25	26

**This amount will be determined based on capital discussions that are anticipated to take place during the first quarter of the fiscal year 2015-16.*

ALL FUNDS SUMMARY 2015-2016



June 22, 2015

**City of Pacifica
All Funds Budget Summary
Fiscal Year 2015-16**

Fund #	Fund Name	Estimated Ending Fund Balance 6/30/2015	Adopted Revenues/ Transfers In 2015-2016	Adopted Expenditures/ Transfers Out 2015-2016	Estimated Ending Undesignated Fund Balance 6/30/2016
01	General Fund (undesignated)	\$1,809,868	\$28,751,310	\$28,751,310	\$1,809,868
	<i>Other selected components of the General Fund Balance</i>				
	<i>Reserve--General Fund (new policy for 2013-14)</i>	-	-	-	-
	<i>Reserve--Designated for Childcare</i>	907,519	-	-	907,519
	<i>Reserve--Designated for Medical Equip - Fire</i>	5,000	-	-	5,000
	<i>Reserve--Narc Forfeiture</i>	67,810	-	-	67,810
	<i>Reserve--Legal (new for 2014-15)</i>	100,000	-	-	100,000
	<i>Reserve for Advance-RDA*</i>	2,540,590	-	-	2,540,590
38	Disaster Accounting Fund	(1,212,071)	-	-	(1,212,071)
Special Revenue Funds					
07	Supplemental Law Enforcement Svcs Fund	145,147	100,000	177,647	67,500
10	Gas Tax Maintenance Fund	721,026	860,075	980,225	600,876
16	NPDES Stormwater Fund	-	180,500	171,500	9,000
24	Housing In-Lieu Fund	319,163	-	15,000	304,163
25	Parking In-Lieu Fund	21,020	-	-	21,020
26	Park in-Lieu Fund	(34,996)	50,200	25,000	(9,796)
30	Excess ERAF Fund	1,777,028	-	-	1,777,028
Capital Project Funds					
09	Street Construction Fund**	2,500,088	1,435,300	1,336,002	2,599,386
12	Highway 1 Improvement Fund	77,476	7,557,229	7,531,314	103,391
14	Manor Drive Improvement Fund	962,072	1,000	530,050	433,022
19	Planned Local Drainage Fund	638,568	1,000	3,000	636,568
22	General Capital Improvement Fund**	(1,288,932)	194,500	280,300	(1,374,732)
23	Frontierland Remediation Fund	1,364,566	\$75,000	\$385,816	1,053,750
Debt Service Funds					
40	Debt Service Fund	1,065,753	\$4,081,500	\$4,066,975	1,080,278
Trust Fund					
27	Roy Davies Trust Fund***	3,455,900	350	-	3,456,250
28	PB&R Special Revenue	129,000	-	-	129,000
Enterprise Funds					
18	Sewer Charge Fund	15,117,866	\$14,054,237	\$19,372,035	9,800,068

**City of Pacifica
All Funds Budget Summary
Fiscal Year 2015-16**

Fund #	Fund Name	Estimated Ending Fund Balance 6/30/2015	Adopted Revenues/ Transfers In 2015-2016	Adopted Expenditures/ Transfers Out 2015-2016	Estimated Ending Undesignated Fund Balance 6/30/2016
34	Sewer Facility Construction Fund****	6,340,493	5,925,000	7,191,952	5,073,541
	Total WWTP Funds	21,458,359	19,979,237	26,563,987	14,873,609
35	Beach Parking Enterprise Fund	62,210	\$540,000	\$540,000	62,210
Internal Service Funds					
65, 66, 67	Self Insurance Funds	1,065,221	1,282,900	1,362,500	985,621
71, 72	Motor Pool Funds	3,135,329	\$1,077,890	\$1,250,750	2,962,469
TOTAL - ALL FUNDS		41,792,713	66,167,991	73,971,376	33,989,328

NOTES

*Reflects loan from General Fund to Redevelopment Agency in past; not expected to be repaid in full but partial payment may be possible; resolution expected during 2015-16 fiscal year.

**These fund balances contain the impact of an Interfund loan from Fund 09 to Fund 22 of \$2,218,700, approved by Council in November 2003. It has come to our attention that interest is due on this loan. The staff report indicated repayment of 2.0% annual interest on the principal, payable from Fund 22 to Fund 9. However, the annual interest payable has not been paid or accrued since the inception of the loan. The outstanding interest payable since November 2003 through June 2016 is approximately \$631K. We will add this amount to the Fund 22 repayment plan, currently under development.

Principal Outstanding, payable from Fund 22 to Fund 09 = \$2,218,700

Interest Outstanding, payable from Fund 22 to Fund 09 = \$ 630,919

***Reflects expenditures from interest earnings only

****Expenditures for 2015-16 include \$692,000 loan to General Fund for Pension Obligation Bond payments as described in 2015-16 General Fund Budget.



All Funds -- Fund Descriptions

ALL FUNDS

- 01. General Fund** holds general tax revenues such as property tax and sales tax as well as department revenues from fees and charges, and the majority of operational expenses for service delivery.
- 38. Disaster Accounting Fund** shows both revenues (from grants and other reimbursements) and expenditures associated with catastrophic events occurring in the City.

SPECIAL REVENUE FUNDS

- 07. Supplemental Law Enforcement Services Fund** provides funding for front-line law enforcement operations. Funds are allocated by the State Controller to counties and distributed from the County Controller to the City of Pacifica on a monthly basis.
- 10. Gas Tax Maintenance Fund** accounts for receipts and expenditures of money apportioned under Streets and Highway Code Sections 2105, 2106, 2107.5 of the State of California, which must be used for street and highway purposes. This fund is officially called the Highway Users Tax Fund and is distributed on a per capita basis based on the sale of fuel and the State tax that is assessed on fuel purchases. This money must be appropriated towards research, planning, construction, improvements, maintenance, and operation of public streets and highways (and their related public facilities for non-motorized traffic), including mitigation of their environmental effects, compliance with the American Disabilities Act (ADA), payment for property taken or damaged for such purpose, and the administrative costs necessarily incurred in the foregoing process.
- 16. NPDES Stormwater Fund:** The National Pollutant Discharge Elimination System (NPDES) Stormwater Fee is a parcel based tax that pays for stormwater pollution prevention infrastructure and activities necessary to comply with the requirements of the NPDES permit. These infrastructures include trash capture devices, trash separators, etc., while the activities include stormwater clean-up, regular street sweeping, erosion control, implementation of Best Management Practice (BMP) and public information programs.
- 24. Housing In-Lieu Fund:** Accounts for receipts from fees imposed on developers to provide for affordable housing improvements.
- 25. Parking In-Lieu Fund:** Accounts for receipts and expenditures from fees imposed on developers to provide for parking facilities improvements.

- 26. Park In-Lieu Fund:** The Park and Recreational Fees are imposed on private residential development projects to purchase and construct additional parks, recreational facilities, and open space to offset the impact on the need for these facilities created by new residential development. These improvements and land acquisitions include parks, mini parks, beach areas, land acquisitions, open space, sport fields, tot lots, play equipment, rehabilitation of existing facilities and other related facilities and improvements.

CAPITAL PROJECT FUNDS

- 09. Street Construction Fund:** Supported by Measure A tax dollars voted on by residents of San Mateo County since 1988. These funds are used to maintain local streets and roads by paving streets, repair potholes and sidewalks, promote and operate alternative modes of transportation such as shuttles, bicycling and pedestrian programs. It also can be used to develop and implement traffic operations and safety projects such as signal coordination, bike and pedestrian safety projects that eliminate hazardous conditions and acquiring right-of-way.
- 12. Highway 1 Improvement Fund:** Imposes a fee on private developments to defray the costs of constructing traffic congestion relief improvements along Highway 1 from Westport Drive to the southern city limits. These improvements are necessary to handle the increase in traffic volume resulting from future building activity in the city. They include construction of necessary frontage roads, bicycle/pedestrian paths and appurtenances.
- 14. Manor Drive Improvement Fund:** The Manor Drive/Palmetto Avenue/Oceana Boulevard Intersections Improvement Fees are imposed on private development projects, north of Paloma Avenue, to pay for improvements at the Manor Drive overcrossing to adequately handle the traffic volumes based on future development within the area. These improvements include the possible signalization and widening of the Manor Drive overcrossing, provide sidewalks, guardrails, traffic striping and signing.
- 19. Planned Local Drainage Fund:** The Planned Drainage Facilities Fee is imposed on private development projects to defray the costs of constructing and/or upgrading stormwater drainage facilities, required to adequately handle the increased flows resulting from future building activity within the city. These include capacity increasing storm drainage improvements within existing creeks, channels, reservoirs, storm drain lines, culverts, catch basins, drainage swales, pump stations, headwalls, etc.
- 22. Capital Improvement Fund:** The Capital Improvement Fee is imposed on private development projects to defray the costs of constructing capital improvements required to accommodate the increased need for community services resulting from future building activity in the city. Samples of capital improvements projects include construction of the Palmetto Streetscape, Civic Center, New Library, Fire Stations, etc.
- 23. Frontierland Remediation:** The Frontierland Park remediation fee is used by the City to fund remediation efforts related to the closed landfill site at this location. Recology of the Coast, the City's recyclable/organic materials and solid waste collection franchisee pays the City a remediation fee of \$6,250 per month (\$75,000 annually).

DEBT SERVICE FUND

40. Debt Service Fund: Holds revenues and expenses associated with bond payments.

TRUST FUND

- 27. Roy Davies Trust Fund:** Established in 2006 when \$3.9 million was distributed to the City of Pacifica – a lump sum above the \$3.45M (\$450,000) was used to pay for Community Center roof and Fairmont Park/Site improvements. The money was distributed to the City of Pacifica “to be kept in a segregated account for the benefit of the Pacifica Parks, Beaches and Recreation Department. The funds are to be used to help acquire, build, remodel, improve, support, and maintain, the equipment, buildings, grounds, yard, gardens and landscaped areas of various parks, beaches, and recreation areas located in Pacifica, to conduct related educational and recreation programs for the benefit of the general public...” Interest earned has been used for departmental operations; the principal can only be used for the purposes specified and can only be appropriated by a 4/5 Council majority.
- 28. PB&R Special Revenue:** This is a depository for various donations specifically designated for Park, Beaches, and Recreation activity. Examples include donations from the Donna P. Janvier Charitable Remainder Trust which has scheduled distributions totaling approximately \$131,000 (\$129,000 received to date) designated for the Pacifica Senior Center.

ENTERPRISE FUNDS

- 18. Sewer Charge Fund:** Accounts for all revenue (except connection charges) generated by operations, and all expenditures (including Debt Service) associated with operating and maintaining the Calera Creek Water Recycling Plant and the sanitary sewer collection system.
- 34. Sewer Facility Construction Fund:** Receives all revenues associated with connection fees and accounts for Capital Improvement Projects expenditures associated with plant and collections system projects.
- 35. Beach Parking Fund:** Accounts for all revenues and expenses associated with the Beach Parking program started in August 2013.

INTERNAL SERVICE FUNDS

65, 66, 67 Self-funded Dental Plan & Insurance Funds:

Represents funds set aside to cover employee dental expenses and insurance deductibles for liability and worker’s compensation.

71,72. Motor Pool Operations and Replacement Funds:

These funds support the day to day operation and maintenance of city vehicles and equipment. This fund pays for fuel costs, scheduled maintenance, repairs, body work, and other mechanical and electrical work on city vehicles and equipment. Additionally, these funds pay for the purchase of replacement of vehicles and equipment. Money is collected from city departments assigned with vehicles and equipment to support this fund.

**PENSION OBLIGATION BONDS
LOAN AND REPAYMENT PLAN
2015-2016**



June 22, 2015

CITY OF PACIFICA - 2015-16 BUDGET

PENSION OBLIGATION BONDS RESTRUCTURING

PAYMENTS - ALL FUNDS		2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	
Now									
Police		\$879,548	\$908,133	\$987,593	\$0	\$0	\$0	\$0	
Fire		\$667,108	\$688,789	\$711,175	\$734,288	\$758,153	\$0	\$0	
Misc		\$956,507	\$987,593	\$1,019,690	\$1,052,830	\$1,087,047	\$1,122,376	\$1,158,853	
	Total Annual Payments	\$2,503,163	\$2,584,515	\$2,718,458	\$1,787,118	\$1,845,200	\$1,122,376	\$1,158,853	
Restructured									
Police		\$396,468	\$396,468	\$396,468	\$396,468	\$396,468	\$396,468	\$396,468	
Fire		\$508,502	\$508,502	\$508,502	\$508,502	\$508,502	\$508,502	\$508,502	
Misc		\$956,507	\$987,593	\$1,019,690	\$1,052,830	\$1,087,047	\$1,122,376	\$1,158,853	
	Total Annual Payments	\$1,861,477	\$1,892,563	\$1,924,660	\$1,957,800	\$1,992,017	\$2,027,346	\$2,063,823	
	Annual Loan/Repayment	\$641,686	\$691,952	\$793,798	(\$170,682)	(\$146,817)	(\$904,970)	(\$904,970)	
	Total loan/Repayment Principal			\$2,127,437				-\$2,127,437	
Total Loan	\$2,127,437	Loan Amount	\$641,686	\$1,333,639	\$2,127,437	\$1,956,756	\$1,809,939	\$904,970	\$0
Total Interest	\$43,872	.05% interest	\$3,208	\$6,668	\$10,637	\$9,784	\$9,050	\$4,525	0

CAPITAL BUDGET 2015-2016



June 22, 2015

**CAPITAL BUDGET
FY 2015-16
PROPOSED PROJECTS**

Capital Improvement - Fund 22

Project #	Project	Cost Estimate	Page
Proposed	Snowy Plover Fencing and Signage at Pacifica State Beach	\$21,251	CB 3
Proposed	Police Dept. Access Control & Security	\$45,000	CB 5
	<i>Funding for both projects will be provided by other Funds</i>	\$66,251	

Frontierland Park - Fund 23

Project #	Project	Cost Estimate	Page
Proposed	Frontierland Park Parking Lot and Turn Around Improvements	\$350,000	CB 7
		\$350,000	

Enterprise Wastewater Construction Fund - Fund 34

Project #	Project	Cost Estimate	Page
Collection System Capital Improvement Projects (Other)			
C002A	Brighton Pump Station Improvements FY 2015-16	\$300,000	CB 9
C004A	Linda Mar Pump Station Improvements FY 2015-16	\$200,000	CB 11
C008A	Sharp Park Pump Station Upgrade FY 2015-16	\$70,000	CB 13
C032	Lateral Grant Assistance FY 2015-16	\$50,000	CB 15
		\$620,000	

Project #	Project	Cost Estimate	Page
Plant Capital Improvement Projects			
P008A	CCWRP Scada and PLC Upgrade FY 2015-16	\$75,000	CB 17
P011A	Calera Creek and Wetlands Maintenance FY 2015-16	\$70,000	CB 19
P024	CCWRP Secondary Systems/Blower FY 2015-16	\$100,000	CB 21
		\$245,000	

**Detail narratives from the City's overall Capital Improvement Program plan are attached.*

**CAPITAL BUDGET
FY 2015-16
ONGOING PROJECTS**

Highway 1 Improvement Fund - Fund 12

Project #	Project	Cost Estimate	Page
0025	San Pedro Creek Bridge	\$7,531,314	CB 23
		<u>\$7,531,314</u>	

Manor Drive Improvements - Fund 14

Project #	Project	Cost Estimate	Page
0030	Milagra - Highway 1 On-ramp	\$530,000	CB 25
		<u>\$530,000</u>	

Enterprise Wastewater Construction Fund - Fund 34

Project #	Project	Cost Estimate	Page
Collection System Capital Improvement Projects (Other)			
C005A	Palmetto Avenue Forcemain Improvement	\$75,000	CB 27
C005B	Relocation of Mainline at Sharp Park Pump Station	\$30,000	CB 29
C005C	Relocation of Sharp Park Forcemain	\$50,000	CB 31
C026	OCE Settlement/SEP	\$30,000	CB 33
		<u>\$185,000</u>	

Project #	Project	Cost Estimate	Page
Collection System Capital Improvement Projects (Master Plan)			
C029	Collection System Capacity Improvement Projects	\$300,000	CB 35
C030	Equalization Basin Project	\$1,225,000	CB 37
C031	Collection System Repair, Rehabilitation and Replacement Projects	\$2,600,000	CB 39
		<u>\$4,125,000</u>	

Project #	Project	Cost Estimate	Page
Plant Capital Improvement Projects			
P002	Digesters	\$420,000	CB 41
P005	CCWRP Pumps Replacement	\$200,000	CB 43
P006	CCWRP Centrifuges	\$300,000	CB 45
P018	CCWRP Roof Improvements	\$160,000	CB 47
P020	CCWRP Laboratory Room Improvements	\$130,000	CB 49
P022	CCWRP Security & Gate System	\$48,000	CB 51
		<u>\$1,258,000</u>	

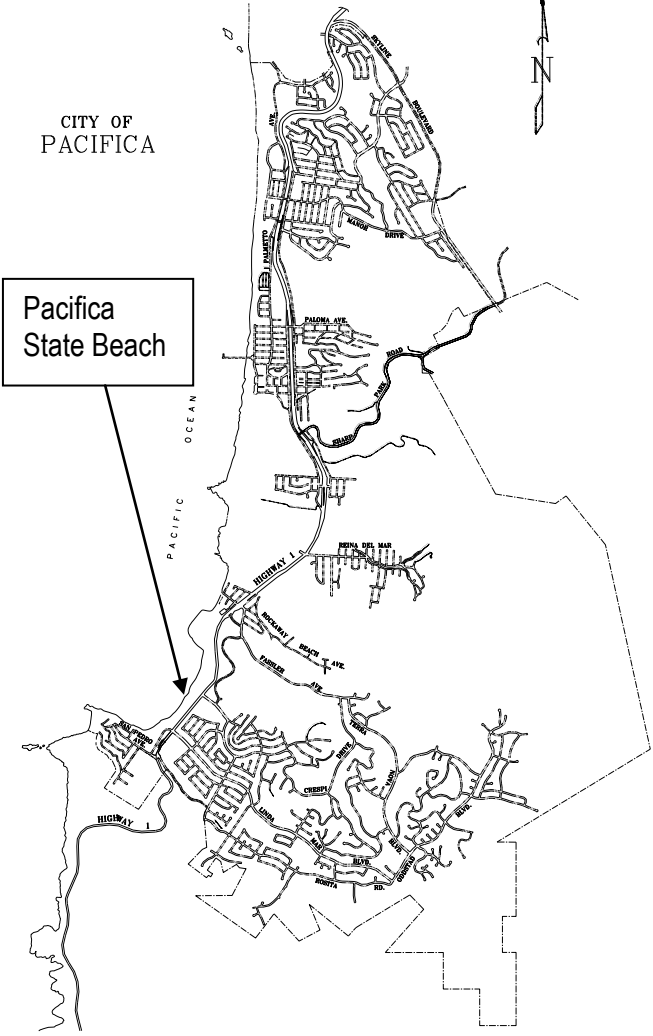
2015-16 All Funds Capital Budget	\$14,910,565
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CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Snowy Plover Fencing and Signage at Pacifica State Beach **Project No.:** Proposed

Fund: Capital Improvement Project **Dept. /Mgr.:** PB&R,PW/Perez, Ocampo

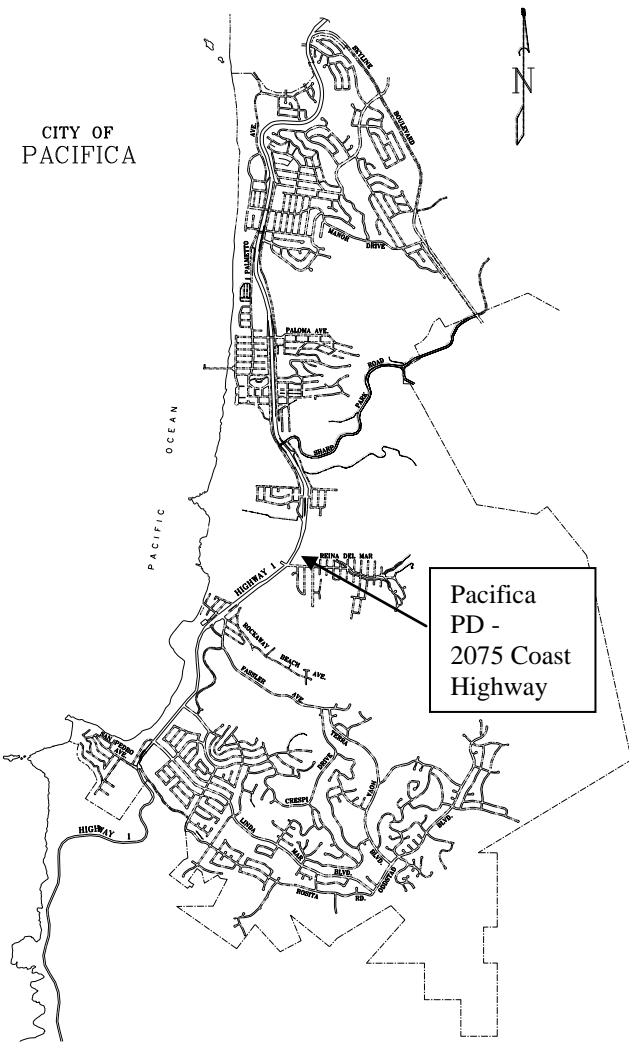
PROJECT DESCRIPTION	GENERAL LOCATION
<p>Installation of signage and fencing at the northern portion of Pacifica State Beach (PSB) as part of a protection plan for the Western Snowy Plovers.</p> <ul style="list-style-type: none"> -Symbolic fencing on the west side of the dunes, placed seasonally (approximately mid August to mid April). -Fencing along the west side of the multi-purpose trail. -Signage – educational and regulatory 	<p style="text-align: center;">Pacifica State Beach</p> 
PURPOSE/BENEFIT	
<p>To provide protection to the Western Snowy Plovers that winter at Pacifica State Beach and education to the public.</p>	

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Police Department Access Control & Security **Project No.:** New

Fund: General Capital Improvement Fund **Dept. /Mgr.:** Police/Steidle

PROJECT DESCRIPTION	GENERAL LOCATION
<p>Purchase and install new electronic access control equipment and CCTV system.</p>	
<p>PURPOSE/BENEFIT</p>	
<p>Current system has failed in the past and is no longer repairable. New system is needed for dependable access control and security.</p>	

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Police Department Access Control & Security **Project No.:** New

Starting Dates	Duration	Plan Status
2015	2 weeks (est.)	Proposed

Estimate Cost		Sources of Funding		
		Source	Amount	FY
Planning & Design	\$	Local	\$45,000	15/16
Land Acquisition	\$	Federal	\$	
Construction	\$	State	\$	
Equipment	\$45,000.00	Grant	\$	
Miscellaneous	\$	Project Progress		
Total Project Budget	\$45,000.00	Preliminary Design		%
Completed/Spent	\$	Final Plans/Specification		%
Current Year	\$	Construction		%
Remaining	\$	Maintenance/Operation Budget Impact		
		\$ _____/year		

Budget:	
Current year budget: <u>\$45,000.00</u>	Budget Fund: <u>General Capital</u>
<u>Purpose:</u>	<u>Amount:</u>
<u>Construction Contract</u>	<u>\$45,000.00</u>
_____	\$ _____
_____	\$ _____

Notes: The \$45,000 amount is based on one estimate. As other quotes are received, the actual project cost may be less.

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Frontierland Parking Lot & Turn Around Improvements

Project No.: Proposed

Fund: Capital Improvement Fund

Dept. /Mgr.: DPW/Biagini

PROJECT DESCRIPTION	GENERAL LOCATION
<p>Improvements to the Frontierland Park Parking lot and turn around. The project includes asphalt overlay, traffic striping, markings and markers, drainage improvements and other miscellaneous work.</p>	
PURPOSE/BENEFIT	
<p>This project will improve the parking lot the Frontierland Park and will also decrease groundwater infiltration to the solid waste site under the park.</p>	

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Frontierland Parking Lot & Turn Around Improvements

Project No.: Proposed

Starting Dates	Duration	Plan Status
2012	On-going	Active

Estimate Cost		Sources of Funding		
	\$	Source	Amount	FY
Planning & Design	\$	Local	\$	
Land Acquisition	\$	Federal	\$	
Construction	\$350,000	State	\$	
Miscellaneous	\$	Remediation	\$350,000	2013-2014
Total Project Budget	\$350,000	Project Progress		
Completed/Spent	\$0	Preliminary Design	10%	
Current Year	\$350,000	Final Plans/Specification	0%	
Remaining	\$350,000	Construction	0%	
		Maintenance/Operation Budget Impact		
		\$ _____/year		

Budget:	Frontierland Remediation
Current year budget: <u>\$350,000</u>	Budget Fund: <u>General Capital--</u>
<u>Purpose:</u>	<u>Amount:</u>
<u>Construction Contract</u>	<u>\$350,000</u>
_____	\$ _____
_____	\$ _____

Notes: Remediation – Frontierland Remediation Fund

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Brighton Pump Station Upgrade FY 2015-16 **Project No.:** C002A

Fund: Enterprise Wastewater Construction Fund - 34 **Dept. /Mgr.:** Wastewater/Martinez

PROJECT DESCRIPTION	GENERAL LOCATION
<p>Replace a wastewater centrifugal pump, motor and emergency generator at the Brighton Pump Station. There are three existing pumps and motors that will each reach their service life over the next 10-15 years. We have budgeted a pump and motor replacement at regular intervals during these years.</p>	
<p>PURPOSE/BENEFIT</p>	
<p>Replace aging equipment and vital components of the wastewater sanitary sewer system.</p>	

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Brighton Pump Station Upgrade FY 2015-16 **Project No.:** C002A

Starting Dates	Duration	Plan Status
2015	4 months	Propose

Estimate Cost		Sources of Funding		
		Source	Amount	FY
Planning & Design	\$0	Local	\$300,000	15/16
Land Acquisition	\$0	Federal	\$	
Construction	\$100,000	State	\$	
Equipment	\$200,000	Grant	\$	
Miscellaneous	\$0	Project Progress		
Total Project Budget	\$300,000	Preliminary Design	<u>0%</u>	
Completed/Spent	\$0	Final Plans/Specification	<u>0%</u>	
Current Year	\$300,000	Construction	<u>0%</u>	
Remaining	\$0	Maintenance/Operation Budget Impact		
		\$0/year		

Budget:	
Current year budget: <u>\$300,000</u>	Budget Fund: <u>Enterprise Fund 34</u>
<u>Purpose:</u>	<u>Amount:</u>
<u>Purchase & Install pump, motor and</u>	<u>\$300,000</u>
<u>Emergency generator</u>	<u>\$</u>
	<u>\$</u>

Notes:

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Linda Mar Pump Station Upgrade FY 2015-16 **Project No.:** C004A

Fund: Enterprise Wastewater Construction Fund - 34 **Dept. /Mgr.:** Wastewater/Martinez

PROJECT DESCRIPTION	GENERAL LOCATION
<p>Install 2000 gallon diesel fuel tank and upgrade MCC panel at the Linda Mar Pump Station.</p>	
PURPOSE/BENEFIT	
<p>Replace aging equipment and vital components of the wastewater sanitary sewer system.</p>	

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Linda Mar Pump Station Upgrade FY2015-16 **Project No.:** C004A

Starting Dates	Duration	Plan Status
2015	2016	Propose

Estimate Cost		Sources of Funding		
		Source	Amount	FY
Planning & Design	\$0	Local	\$200,000	15/16
Land Acquisition	\$0	Federal	\$	
Construction	\$100,000	State	\$	
Equipment	\$100,000	Grant	\$	
Miscellaneous	\$0	Project Progress		
Total Project Budget	\$200,000	Preliminary Design	<u>0%</u>	
Completed/Spent	\$0	Final Plans/Specification	<u>0%</u>	
Current Year	\$200,000	Construction	<u>0%</u>	
Remaining	\$0	Maintenance/Operation Budget Impact		
		\$0/year		

Budget:	
Current year budget: <u>\$200,000</u>	Budget Fund: <u>Enterprise Fund 34</u>
<u>Purpose:</u>	<u>Amount:</u>
Purchase and install fuel tank and mcc panel	\$200,000
_____	_____
_____	\$ _____

Notes:

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Sharp Park Pump Station Upgrade FY 2015-16 **Project No.:** C008A

Fund: Enterprise Wastewater Construction Fund - 34 **Dept. /Mgr.:** Wastewater/Martinez

PROJECT DESCRIPTION	GENERAL LOCATION
<p>Replace the diesel fuel tank at the Sharp Park Pump Station.</p>	
PURPOSE/BENEFIT	
<p>Replace aging equipment and vital components of the wastewater sanitary sewer system.</p>	

CITY OF PACIFICA

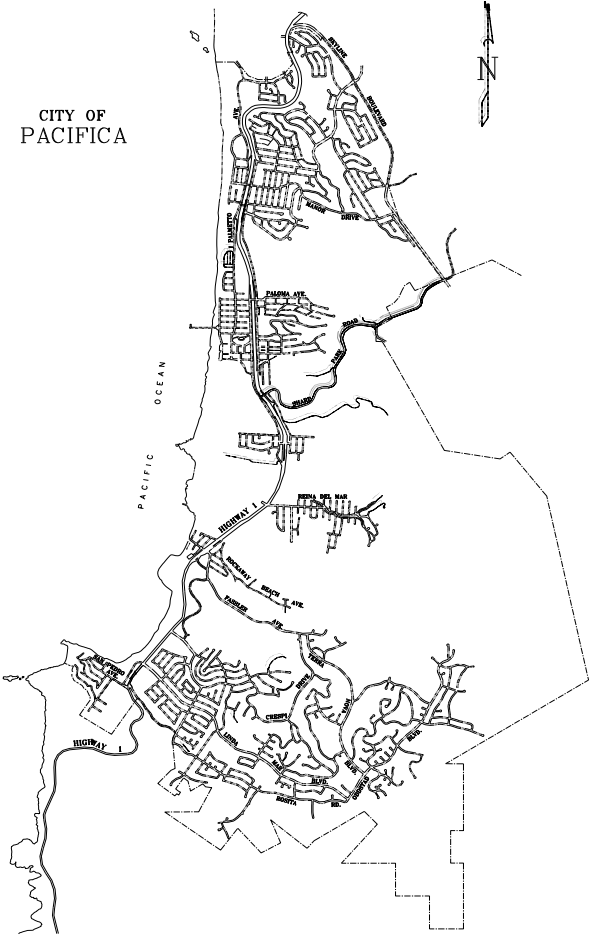
CAPITAL IMPROVEMENT PROGRAM

Project Name: Lateral Grant Assistance

Project No.: C032

Fund: Enterprise Wastewater Construction Fund

Dept. /Mgr.: Wastewater/Martinez

PROJECT DESCRIPTION	GENERAL LOCATION
<p>The City will embark on implementing a voluntary private service lateral replacement program to reduce the addition of I&I from defective private service laterals.</p>	<p>City Wide</p> 
PURPOSE/BENEFIT	
<p>To reduce I&I.</p>	

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Lateral Grant Assistance

Project No.: C032

Starting Dates	Duration	Plan Status
2013	On-going	Active

Estimate Cost		Sources of Funding		
Annual Cost		Source	Amount	FY
Planning & Design	\$ 0	Local	\$50,000	2015-2016
Land Acquisition	\$ 0	Federal	\$	
Construction	\$ 0	State	\$	
Miscellaneous	\$ 50,000	Grant	\$	
Total Project Budget	\$ 50,000	Project Progress		
Completed/Spent	\$ 0	Preliminary Design	<u>0%</u>	
Current Year	\$ 50,000	Final Plans/Specification	<u>0%</u>	
Remaining	\$ 0	Construction	<u>N/A</u>	
		Maintenance/Operation Budget Impact		
		\$0/yr		

Budget:	
Current year budget: <u>\$50,000</u>	Budget Fund: <u>Enterprise Fund 34</u>
<u>Purpose:</u>	<u>Amount:</u>
<u>Lateral Reimbursement</u>	<u>\$50,000</u>
	<u>\$</u>

Notes:

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

CCWRP SCADA and PLC Upgrade FY

Project Name: 2015-16

Project No.: P008A

Fund: Enterprise Wastewater Construction Fund

Dept. /Mgr.: Wastewater/Aguilar

PROJECT DESCRIPTION	GENERAL LOCATION
<p>Upgrade the SCADA and PLC Systems at the Calera Creek Water Recycling Plant.</p>	
<p style="text-align: center;">PURPOSE/BENEFIT</p> <p>Replace aging system.</p>	

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: CCWRP SCADA and PLC Upgrade FY 2015-16

Project No.: P008A

Starting Dates	Duration	Plan Status
2015	On-going	Propose

Estimate Cost		Sources of Funding		
		Source	Amount	FY
Planning & Design	\$ 0	Local	\$75,000	2015-16
Land Acquisition	\$ 0	Federal	\$	
Construction	\$ 0	State	\$	
Equipment	\$ 30,000	Grant	\$	
Miscellaneous	\$..45,000	Project Progress		
Total Project Budget	\$ 75,000	Preliminary Design _____		
Completed/Spent	\$ 0	Final Plans/Specification _____		
Current Year	\$ 75,000	Construction _____		
Remaining	\$ 0	Maintenance/Operation Budget Impact		
		\$0/year		

Budget:

Current year budget: \$75,000

Budget Fund: Enterprise Fund 34

Purpose:

Upgrade SCADA & PLC

Amount:

\$75,000

Notes:

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Calera Creek and Wetlands Maintenance **Project No.:** P011A

Fund: Enterprise Wastewater Construction Fund **Dept. /Mgr.:** Wastewater/Aguilar

PROJECT DESCRIPTION	GENERAL LOCATION
<p>Maintenance and Monitoring requirements for the restored Calera Creek wetlands and snake ponds</p>	
<p style="text-align: center;">PURPOSE/BENEFIT</p> <p>To comply with the requirements of Coastal Commission permits for the restored wetlands and snake ponds.</p>	

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Calera Creek and Wetlands Maintenance

Project No.: P011A

Starting Dates	Duration	Plan Status
2016	On-going	Propose

Estimate Cost		Sources of Funding		
		Source	Amount	FY
Planning & Design	\$ 0	Local	\$70,000	2015-16
Land Acquisition	\$ 0	Federal	\$	
Construction	\$ 0	State	\$	
Equipment	\$ 0	Grant	\$	
Miscellaneous	\$..70,000	Project Progress		
Total Project Budget	\$ 70,000	Preliminary Design _____		
Completed/Spent	\$ 0	Final Plans/Specification _____		
Current Year	\$ 70,000	Construction _____		
Remaining	\$ 0	Maintenance/Operation Budget Impact		
		\$0/year		

Budget:	
Current year budget: <u>\$70,000</u>	Budget Fund: <u>Enterprise Fund 34</u>
<u>Purpose:</u> <u>Calera Creek and wetlands maintenance</u>	<u>Amount:</u> <u>\$70,000</u>

Notes:

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: CCWRP Secondary System/Blower

Project No.: P024

Fund: Enterprise Wastewater Construction Fund

Dept. /Mgr.: Wastewater/Aguilar

PROJECT DESCRIPTION	GENERAL LOCATION
<p>On-going purchase to replace aging blowers and motors for the Calera Creek Water Recycling Plant</p>	
<p style="text-align: center;">PURPOSE/BENEFIT</p> <p>Replace aging equipment.</p>	

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: CCWRP Secondary System/Blower

Project No.: P024

Starting Dates	Duration	Plan Status
2015	On-going	Propose

Estimate Cost		Sources of Funding		
		Source	Amount	FY
Planning & Design	\$ 0	Local	\$320,000	15/18
Land Acquisition	\$ 0	Federal	\$	
Construction	\$ 10,000	State	\$	
Equipment	\$ 300,000	Grant	\$	
Miscellaneous	\$.. 10,000	Project Progress		
Total Project Budget	\$ 320,000	Preliminary Design _____		
Completed/Spent	\$ 3,900	Final Plans/Specification _____		
Current Year	\$ 100,000	Construction _____		
Remaining	\$ 216,100	Maintenance/Operation Budget Impact		
		\$0/year		

Budget:	
Current year budget: <u>\$100,000</u>	Budget Fund: <u>Enterprise Fund 34</u>
<u>Purpose:</u>	<u>Amount:</u>
<u>Purchase and Install blowers and motors</u>	<u>\$100,000</u>
_____	\$ _____
_____	\$ _____

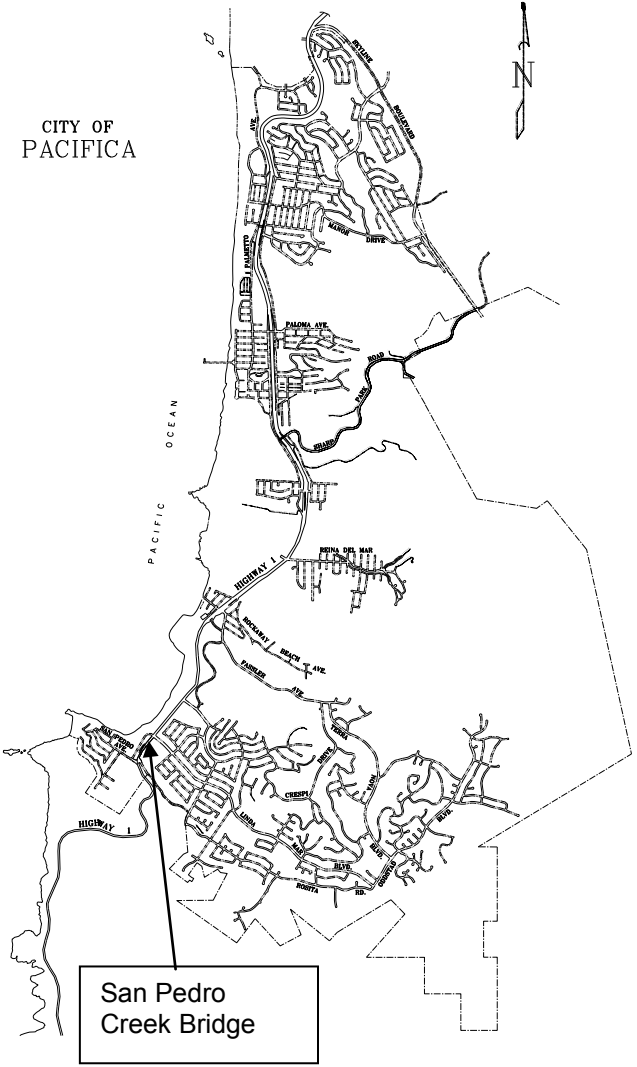
Notes:

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: San Pedro Creek Bridge **Project No.:** 0025

Fund: Highway 1 Improvement Fund **Dept. /Mgr.:** Engr./Ocampo

PROJECT DESCRIPTION	GENERAL LOCATION
<p>This project will replace the existing Highway 1 bridge at San Pedro Creek. The new bridge will be higher to prevent highway flooding and increase flood protection and wider to provide a bike/pedestrian lane.</p>	
<p style="text-align: center;">PURPOSE/BENEFIT</p> <p>Provide flood protection and bicycle and pedestrian trail. Prevent highway flooding, increase flood protection and increase pedestrian and bicycle mobility.</p>	

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: San Pedro Creek Bridge

Project No.: 0025

Starting Dates	Duration	Plan Status
2002	On-going	Active

Estimate Cost		Sources of Funding		
		Source	Amount	FY
Planning & Design	\$3,045,000	Federal	\$4,441,000	2013/14
CM	\$3,000,000			
Construction	\$7,200,000	State	\$3,000,000	2013/14
Miscellaneous	\$1,000,000	Measure A	\$9,854,000	2013/14
Total Project Budget	\$14,245,000			
Completed/Spent	\$6,713,686	Project Progress		
Current Year	\$7,531,314	Preliminary Design	100%	
Remaining	\$0	Final Plans/Specification	100%	
		Construction	50%	
		Maintenance/Operation Budget Impact		
		\$ _____/year		

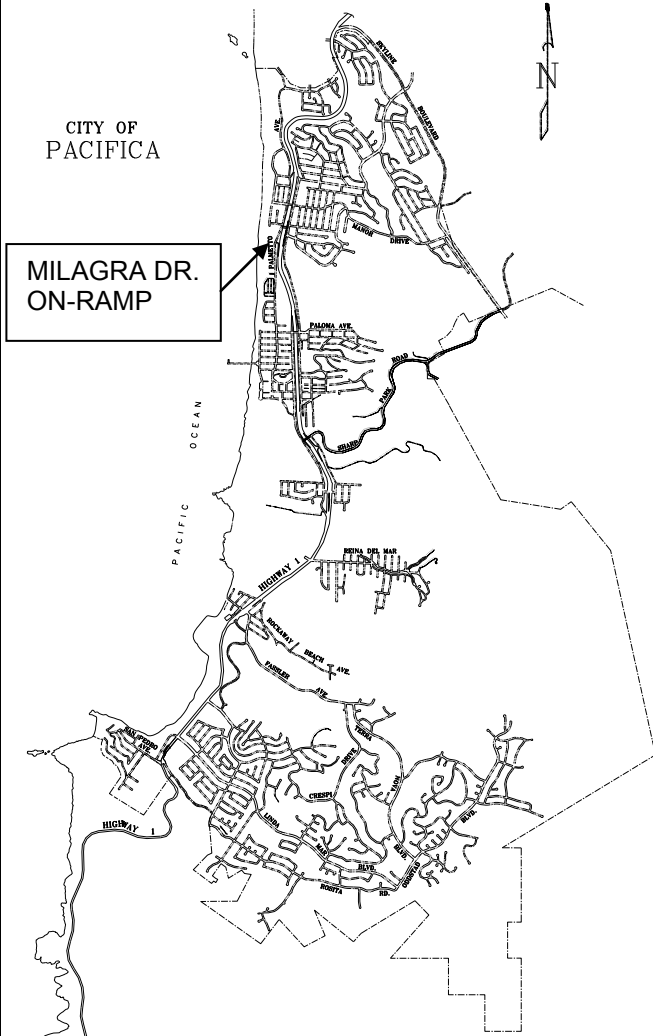
Budget:	
Current year budget: <u>\$7,531,314</u>	Budget Fund: <u>Highway 1</u>
<u>Purpose:</u>	<u>Amount:</u>
<u>Contractual Services</u>	<u>\$7,531,314</u>
_____	_____
_____	_____

Notes:

CITY OF PACIFICA CAPITAL IMPROVEMENT PROGRAM

Project Name: Milagra – Highway 1 On-ramp **Project No.:** 0030

Fund: Manor Drive Improvement Fund **Dept. /Mgr.:** Engr./Ocampo

PROJECT DESCRIPTION	GENERAL LOCATION
<p>Construct an on-ramp to northbound Highway 1 at Milagra Drive.</p>	<p>Milagra Drive and Oceana Blvd.</p>
<p>PURPOSE/BENEFIT</p>	
<p>Provide highway access to northbound Highway 1 and reduce traffic congestion at the intersections at Manor Drive, Oceana Boulevard and Palmetto Avenue by decreasing traffic volumes and facilitate traffic better.</p>	

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Milagra – Highway 1 On-ramp

Project No.: 0030

Starting Dates	Duration	Plan Status
2004	On-going	Active

Estimate Cost		Sources of Funding		
		Source	Amount	FY
Planning & Design	\$150,000	Manor	\$990,000	14-15
Environmental	\$10,000			
Construction	\$790,000	Federal	\$	
Miscellaneous	\$40,000	State	\$	
Total Project Budget	\$990,000	Grant	\$	
Completed/Spent	\$0	Project Progress		
Current Year	\$530,000	Preliminary Design	85%	
Remaining	\$460,000	Final Plans/Specification	30%	
		Construction	0%	
		Maintenance/Operation Budget Impact		
		\$ _____/year		

Budget:	
Current year budget: <u>\$530,000</u>	Budget Fund: <u>Manor Drive</u>
<u>Purpose:</u>	<u>Amount:</u>
<u>Contractual Services</u>	<u>\$470,000</u>
<u>Engineering Design Services</u>	<u>\$60,000</u>
_____	_____

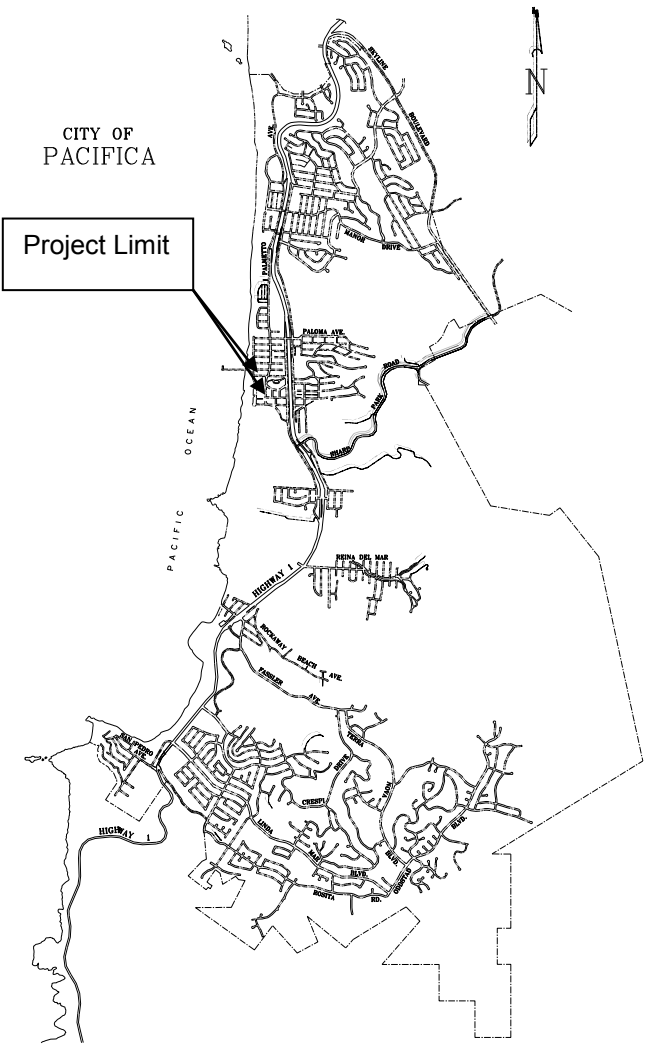
Notes:

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Palmetto Avenue Forcemain Improvement **Project No.:** C005A

Fund: Enterprise Wastewater Construction Fund **Dept. /Mgr.:** Wastewater/Martinez

PROJECT DESCRIPTION	GENERAL LOCATION
<p>One of the projects under the Collection System Projects, which include installation of new 8 or 10 inch forcemain from Sharp Park Pump Station to Brighton Pump Station along Palmetto Avenue. New forcemain will run parallel with the existing 8-inch forcemain. Existing 8-inch forcemain will become a back-up forcemain.</p>	 <p>The map displays the City of Pacifica with a dashed outline. Key features include the Pacific Ocean to the west, Highway 1 running north-south, and several residential streets. A callout box labeled 'Project Limit' points to a specific location on Palmetto Avenue. A north arrow is located in the upper right corner of the map area.</p>
PURPOSE/BENEFIT	
<p>Increases the capacity of the forcemain and will add redundancy by having two parallel forcemains.</p>	

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Palmetto Avenue Forcemain Improvement **Project No.:** C005A

Starting Dates	Duration	Plan Status
2014	2016	Active

Estimate Cost		Sources of Funding		
(Cost is included on Collection System Projects)		Source	Amount	FY
Planning & Design	\$ 0 (In-house)	Local	\$300,000	2013-16
Land Acquisition	\$ 0	Federal	\$	
Construction	\$ 300,000	State	\$	
Equipment	\$	Grant	\$	
Miscellaneous	\$ 0	Project Progress		
Total Project Budget	\$ 300,000	Preliminary Design	<u>100%</u>	
Completed/Spent	\$ 194,500	Final Plans/Specification	<u>90%</u>	
Current Year	\$ 75,000	Construction	<u>70%</u>	
Remaining	\$ 30,500	Maintenance/Operation Budget Impact		
		\$0/year		

Budget:	
Current year budget: <u>\$ 75,000</u>	Budget Fund: <u>Enterprise Fund 34</u>
<u>Purpose:</u>	<u>Amount:</u>
<u>Complete design and construction</u>	<u>\$75,000</u>
_____	\$ _____
_____	\$ _____

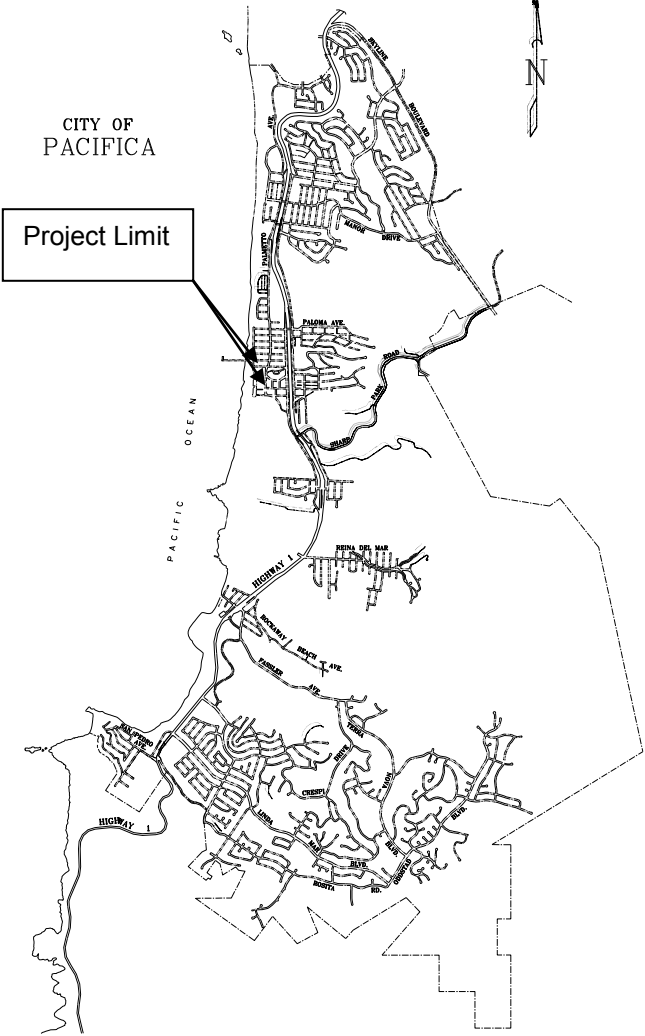
Notes:

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Relocation of Mainline at Sharp Park PS **Project No.:** C005B

Fund: Enterprise Wastewater Construction Fund **Dept. /Mgr.:** Wastewater/Martinez

PROJECT DESCRIPTION	GENERAL LOCATION
<p>One of the projects under the Collection System Projects, which include the relocation and replacement of approximately 1,700 LF of the 8-Inch mainline at Sharp Park Pump Station along Beach Blvd from Montecito to Brighton Pump Station. This project will be coordinated with the Redevelopment of the Beach Blvd Property.</p>	
<p style="text-align: center;">PURPOSE/BENEFIT</p> <p>Mainline will be out of the way of the Beach Blvd Redevelopment property.</p>	

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Relocation of Mainline at Sharp Park PS

Project No.: C005B

Starting Dates	Duration	Plan Status
2014	On-going	Active

Estimate Cost		Sources of Funding		
		Source	Amount	FY
Planning & Design	\$ 0 (In-house)	Local	\$370,000	2013-17
Land Acquisition	\$ 0	Federal	\$	
Construction	\$ 370,000	State	\$	
Equipment	\$	Grant	\$	
Miscellaneous	\$ 0			
Total Project Budget	\$ 370,000			
		Project Progress		
Completed/Spent	\$ 65,000	Preliminary Design	100%	
Current Year	\$ 5,000	Final Plans/Specification	65%	
Remaining	\$ 300,000	Construction	20%	
		Maintenance/Operation Budget Impact		
		\$0/year		

Budget:

Current year budget: \$30,000

Budget Fund: Enterprise Fund 34

Purpose:

Completed design

Amount:

\$30,000

\$
\$

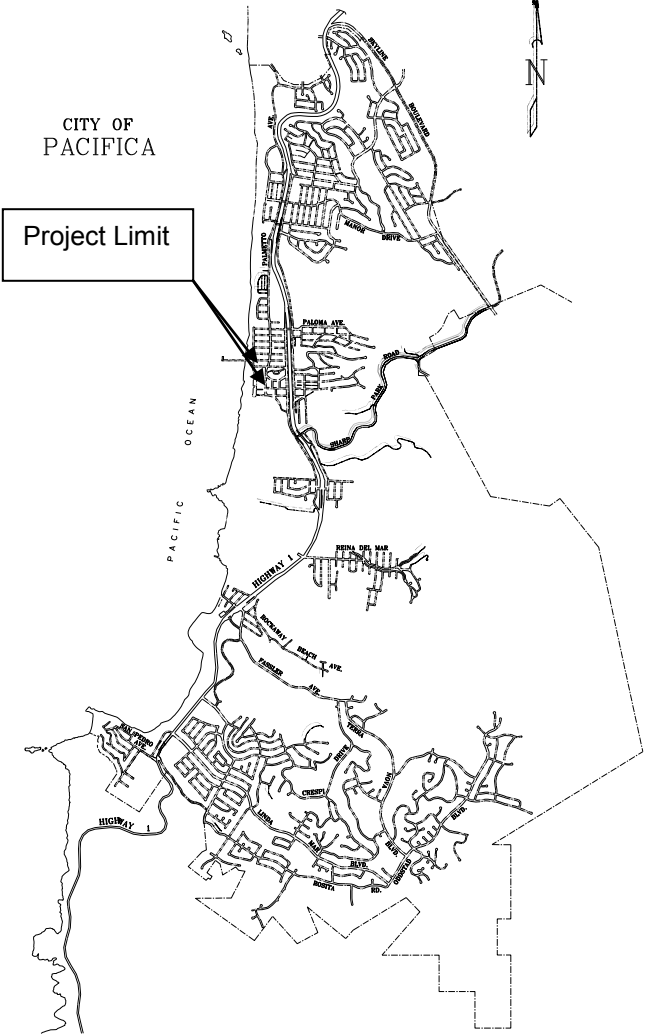
Notes:

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Relocation of Sharp Park Forcemain **Project No.:** C005C

Fund: Enterprise Wastewater Construction Fund **Dept. /Mgr.:** Wastewater/Martinez

PROJECT DESCRIPTION	GENERAL LOCATION
<p>One of the projects under the Collection System Projects, which include the relocation of approximately 730 LF of the 20-Inch forcemain at Sharp Park Pump Statio to be out of the Council Chamber parking lot and placed along the road. This project will be coordinated with the Redevelopment of the Beach Blvd Property.</p>	
<p style="text-align: center;">PURPOSE/BENEFIT</p> <p>Forcemain will be out of the Beach Blvd Redevelopment property and will be relocated along the road.</p>	

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Relocation of Sharp Park Forcemain

Project No.: C005C

Starting Dates	Duration	Plan Status
2016	6 months	Active

Estimate Cost		Sources of Funding		
		Source	Amount	FY
Planning & Design	\$ 50,000	Local	\$500,000	2015-17
Land Acquisition	\$ 0	Federal	\$	
Construction	\$ 450,000	State	\$	
Equipment	\$	Grant	\$	
Miscellaneous	\$ 0	Project Progress		
Total Project Budget	\$ 500,000	Preliminary Design	<u>0%</u>	
Completed/Spent	\$ 0	Final Plans/Specification	<u>0%</u>	
Current Year	\$ 50,000	Construction	<u>0%</u>	
Remaining	\$ 450,000	Maintenance/Operation Budget Impact		
		\$0/year		

Budget:	
Current year budget: <u>\$50,000</u>	Budget Fund: <u>Enterprise Fund 34</u>
<u>Purpose:</u>	<u>Amount:</u>
<u>Complete design</u>	<u>\$50,000</u>
_____	\$ _____
_____	\$ _____

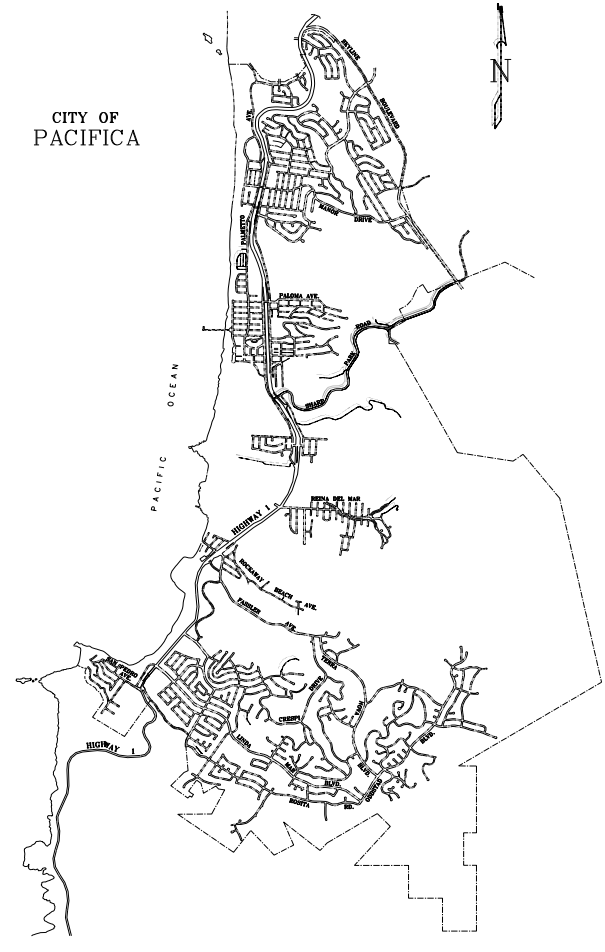
Notes:

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: OCE Settlement/SEP **Project No.:** C026

Fund: Enterprise Wastewater Construction Fund **Dept. /Mgr.:** Wastewater/Martinez

PROJECT DESCRIPTION	GENERAL LOCATION
<p>\$177,500 Monetary obligation to the Our Children’s Earth Foundation (OCE) Case No. C09-05201 CRB:</p> <ul style="list-style-type: none"> a) \$35,000 (\$7,000/yr for 5 years Compliance monitoring fee) b) \$112,500 (Attorney fee) c) \$5,000 (Supplement Environmental Project II (SEP II) – Ocean Stewardship Program partnership with Pacifica Beach Coalition) d) \$25,000 (Supplement Environmental Project V (SEPV) – Streetscape Storm Drain Improvements Project) 	<p>City Wide</p> 
PURPOSE/BENEFIT	
<p>To Comply with OCE Case No. C09-05201 CRB</p> <p>To improve water quality.</p>	

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: OCE Settlement/SEP

Project No.: C026

Starting Dates	Duration	Plan Status
2011	2016	Active

Estimate Cost		Sources of Funding		
		Source	Amount	FY
Planning & Design	\$ 0	Local	\$177,500	2011-2016
Land Acquisition	\$ 0			
Construction	\$ 0	Federal	\$	
Equipment	\$ 0	State	\$	
Miscellaneous	\$ 177,500	Grant	\$	
Total Project Budget	\$ 177,500	Project Progress		
Completed/Spent	\$ 147,500	Preliminary Design		N/A
Current Year	\$ 30,000	Final Plans/Specification		N/A
Remaining	\$ 0	Construction		N/A
		Maintenance/Operation Budget Impact		
		\$0/year		

Budget:	
Current year budget: <u>\$30,000</u>	Budget Fund: <u>Enterprise Fund 34</u>
Purpose:	Amount:
<u>Complete OCE Settlement/SEP</u>	<u>\$30,000</u>
<u> </u>	<u>\$</u>
<u> </u>	<u>\$</u>

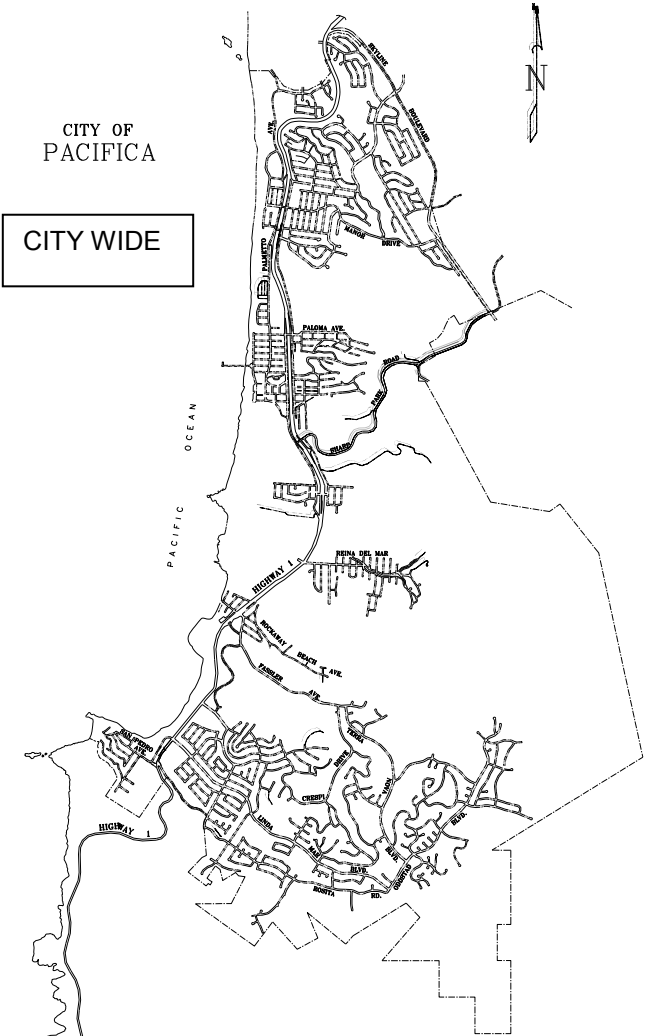
Notes:

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Collection System Capacity Improvement Projects **Project No.:** C029

Fund: Enterprise Wastewater Construction Fund **Dept. /Mgr.:** Wastewater/Martinez

PROJECT DESCRIPTION	GENERAL LOCATION
<p>The Collection System Master Plan completed in October 2011 assessed the existing collection sewer system and identified mainlines in twelve areas around the City that have capacity deficiencies.</p> <p>This CIP will upgrade existing pipes to the appropriate size recommended by the Master Plan. Under this CIP, capacity improvements will include and it will also upgrade the Linda Mar Pump Station by installing another pump. Please refer to the Master Plan for more details.</p>	
PURPOSE/BENEFIT	
<p>Increases the capacity and integrity of the mainlines and the Linda Mar Pump Station.</p>	

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Collection System Capacity Improvement
Projects

Project No.: C029

Starting Dates	Duration	Plan Status
2011	20 Years	Active

Estimate Cost		Sources of Funding		
		Source	Amount	FY
Planning & Design	\$ 350,000	Local	\$3,429,000	2011-2032
Land Acquisition	\$ 0			
Construction	\$ 2,879,000	Federal	\$	
Miscellaneous	\$ 0	State	\$	
Total Project Budget	\$ 3,429,000	Grant	\$	
Completed/Spent	\$ 407,000	Project Progress		
Current Year	\$ 300,000	Preliminary Design	N/A	
Remaining	\$ 2,722,000	Final Plans/Specification	N/A	
		Construction	N/A	
		Maintenance/Operation Budget Impact		
		\$0/year		

Budget:	
Current year budget: <u> \$300,000 </u>	Budget Fund: <u> Enterprise Fund 34 </u>
<u>Purpose:</u>	<u>Amount:</u>
Manor Mainline (Masterplan ID.5)	\$ 49,000
San Pedro Mainline (Masterplan ID 6)	\$251,000
	\$

Notes:

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Equalization Basin Project **Project No.:** C030
Fund: Enterprise Wastewater Construction Fund **Dept. /Mgr.:** Wastewater/Martinez

PROJECT DESCRIPTION	GENERAL LOCATION
<p>The Collection System Master Plan completed in October 2011 concluded that a flow equalization basin constructed in the vicinity of the Linda Mar Station would eliminate the need for a major capacity increase for Linda Mar Pump Station and parallel force main, and to limit the flow pumped to the CCWRP during peak wet weather flow conditions. The equalization basin will be an underground storage basin with gravity inflow and pumped discharge. The underground basin would allow existing above-ground uses to remain, minimizing aesthetic impacts and disruption to community activities.</p>	
PURPOSE/BENEFIT	
<p>To increase collection system capacity.</p>	

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Equalization Basin Project

Project No.: C030

Starting Dates	Duration	Plan Status
2013	5 to 6 Years	Active

Estimate Cost		Sources of Funding		
		Source	Amount	FY
Planning & Design	\$ 1,000,000	Local	\$20,050,000	2012-2019
Land Acquisition	\$ 3,000,000			
Construction	\$16,050,000	Federal	\$	
Miscellaneous	\$ 0	State	\$	
Total Project Budget	\$20,050,000	Grant	\$	
		Project Progress		
Completed/Spent	\$ 214,181	Preliminary Design	0%	
Current Year	\$ 1,225,000	Final Plans/Specification	0%	
Remaining	\$18,610,819	Construction	N/A	
		Maintenance/Operation Budget Impact		
		To be determined		

Budget:	
Current year budget: <u>\$1,225,000</u>	Budget Fund: <u>Enterprise Fund 34</u>
<u>Purpose:</u>	<u>Amount:</u>
<u>Design & Permit</u>	<u>\$ 1,000,000</u>
<u>Start Land Acquisition Negotiation</u>	<u>\$ 225,000</u>
	<u>\$</u>

Notes:

CITY OF PACIFICA

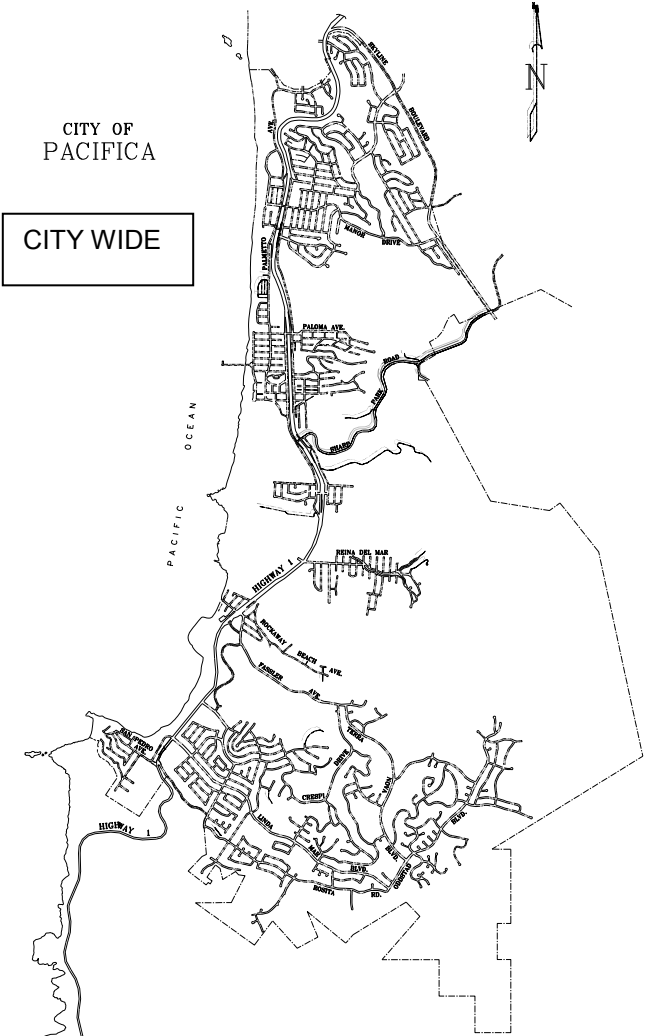
CAPITAL IMPROVEMENT PROGRAM

Project Name: Collection System Rehabilitation and Replacement Projects

Project No.: C031

Fund: Enterprise Wastewater Construction Fund

Dept. /Mgr.: Wastewater/Martinez

PROJECT DESCRIPTION	GENERAL LOCATION
<p>The Collection System Master Plan completed in October 2011 concluded that substantial reductions in I/I can only be achieved by a comprehensive rehabilitation or replacement of the sewer pipes. This CIP will rehabilitate, replace or repair existing pipes as recommended by the Master Plan. Please refer to the Master Plan for more details.</p>	 <p style="text-align: center;">CITY OF PACIFICA</p> <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 0 auto;">CITY WIDE</div>
<p>PURPOSE/BENEFIT</p>	
<p>Reduce I/I and improve structural integrity of the pipelines.</p>	

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Collection System Rehabilitation and Replacement Projects

Project No.: C031

Starting Dates	Duration	Plan Status
2012	20 Years	Active

Estimate Cost		Sources of Funding		
		Source	Amount	FY
Planning & Design	\$ 5,380,000	Local	\$25,900,000	2012-2032
Land Acquisition	\$ 0			
Construction	\$ 21,520,000	Federal	\$	
Miscellaneous	\$ 0	State	\$	
Total Project Budget	\$ 26,900,000	Grant	\$	
Completed/Spent	\$ 2,800,000	Project Progress		
Current Year	\$ 2,600,000	Preliminary Design	<u>0%</u>	
Remaining	<u>\$ 21,500,000</u>	Final Plans/Specification	<u>0%</u>	
		Construction	<u>N/A</u>	
		Maintenance/Operation Budget Impact		
		\$0/yr		

Budget:	
Current year budget: <u>\$2,600,000</u>	Budget Fund: <u>Enterprise Fund 34</u>
<u>Purpose:</u>	<u>Amount:</u>
<u>Construct RR&R Project FY2015-16</u>	<u>\$2,600,000</u>
	<u>\$</u>

Notes:

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Digesters **Project No.:** P002

Fund: Enterprise Wastewater Construction Fund **Dept. /Mgr.:** Wastewater/Aguilar

PROJECT DESCRIPTION	GENERAL LOCATION
<p>To modify ATAD digester system to 2nd Generation ATAD system.</p> <p>Phase 1: Added blower and Drives; Installed mixing pumps (ATAD 1&2), foam control, transfer piping & valves, heat exchangers, Control cabinet with AB Control Logix PLC. Modified piping. Phase 1 was completed in April 2009 with a total amount of</p> <p>Phase 2: Install 2 jet motive pumps, 4 expansion boots, 2 foam control splash plate, 1 pressure transducers, 1 actuated dilution air damper. PLC programming. Modify piping and tanks. Phase 2 is ongoing</p>	
PURPOSE/BENEFIT	
<ul style="list-style-type: none"> ● Improved sludge treatment ● Reduce odors ● Reduce ammonia loading ● Reduce hauling fees ● Improve control 	

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: Digesters

Project No.: P002

Starting Dates	Duration	Plan Status
2006	On-going	Active

Estimate Cost		Sources of Funding		
		Source	Amount	FY
Planning & Design	\$ 170,000	Local	\$2,170,000	2006-16
Land Acquisition	\$ 0	Federal	\$	
Construction	\$1,000,000	State	\$	
Equipment	\$1,000,000	Grant	\$	
Miscellaneous	\$ 0	Project Progress		
Total Project Budget	\$2,170,000	Preliminary Design	<u>10%</u>	
Completed/Spent	\$1,478,615	Final Plans/Specification	<u>50%</u>	
Current Year	\$ 420,000	Construction	<u>50%</u>	
Remaining	\$ 270,000	Maintenance/Operation Budget Impact		
		\$0/year		

Budget:	
Current year budget: <u>\$420,000</u>	Budget Fund: <u>Enterprise Fund 34</u>
<u>Purpose:</u>	<u>Amount:</u>
Complete design of ATAD – Phase 2	<u>\$ 10,000</u>
Begin construction of ATAD – Phase 2	<u>\$410,000</u>
	<u>\$</u>

Notes:

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: CCWRP Pump Replacement

Project No.: P005

Fund: Enterprise Wastewater Construction Fund

Dept. /Mgr.: Wastewater/Aguilar

PROJECT DESCRIPTION	GENERAL LOCATION
<p>On-going purchase the replace aging pumps and valves for the Calera Creek Water Recycling Plant</p>	
<p style="text-align: center;">PURPOSE/BENEFIT</p> <p>To increase Plant solids dewatering capacity.</p>	

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: CCWRP Pump Replacement

Project No.: P005

Starting Dates	Duration	Plan Status
2014	On-going	Active

Estimate Cost		Sources of Funding		
		Source	Amount	FY
Planning & Design	\$ 0	Local	\$500,000	14/20
Land Acquisition	\$ 0	Federal	\$	
Construction	\$	State	\$	
Equipment	\$500,000	Grant	\$	
Miscellaneous	\$..	Project Progress		
Total Project Budget	\$500,000	Preliminary Design _____		
Completed/Spent	\$ 76,000	Final Plans/Specification _____		
Current Year	\$200,000	Construction _____		
Remaining	\$224,000	Maintenance/Operation Budget Impact		
		\$0/year		

Budget:	
Current year budget: <u>\$200,000</u>	Budget Fund: <u>Enterprise Fund 34</u>
<u>Purpose:</u>	<u>Amount:</u>
<u>Purchase pumps and valves</u>	<u>\$200,000</u>
_____	\$ _____
_____	\$ _____

Notes:

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: CCWRP Centrifuges

Project No.: P006

Fund: Enterprise Wastewater Construction Fund

Dept. /Mgr.: Wastewater/Aguilar

PROJECT DESCRIPTION	GENERAL LOCATION
<p>Purchase new centrifuge and other equipments associated with the newly installed centrifuge each year to replace the existing 3 old centrifuges.</p>	
<p style="text-align: center;">PURPOSE/BENEFIT</p> <p>To increase Plant solids dewatering capacity.</p>	

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: CCWRP Centrifuges

Project No.: P006

Starting Dates	Duration	Plan Status
2011	On-going	Active

Estimate Cost		Sources of Funding		
		Source	Amount	FY
Planning & Design	\$ 0	Local	\$960,000	2011-16
Land Acquisition	\$ 0	Federal	\$	
Construction	\$ 20,000	State	\$	
Equipment	\$ 600,000	Grant	\$	
Miscellaneous	\$..340,000	Project Progress		
Total Project Budget	\$ 960,000	Preliminary Design	_____	
Completed/Spent	\$ 360,000	Final Plans/Specification	_____	
Current Year	\$ 300,000	Construction	_____	
Remaining	\$ 300,000	Maintenance/Operation Budget Impact		
		\$0/year		

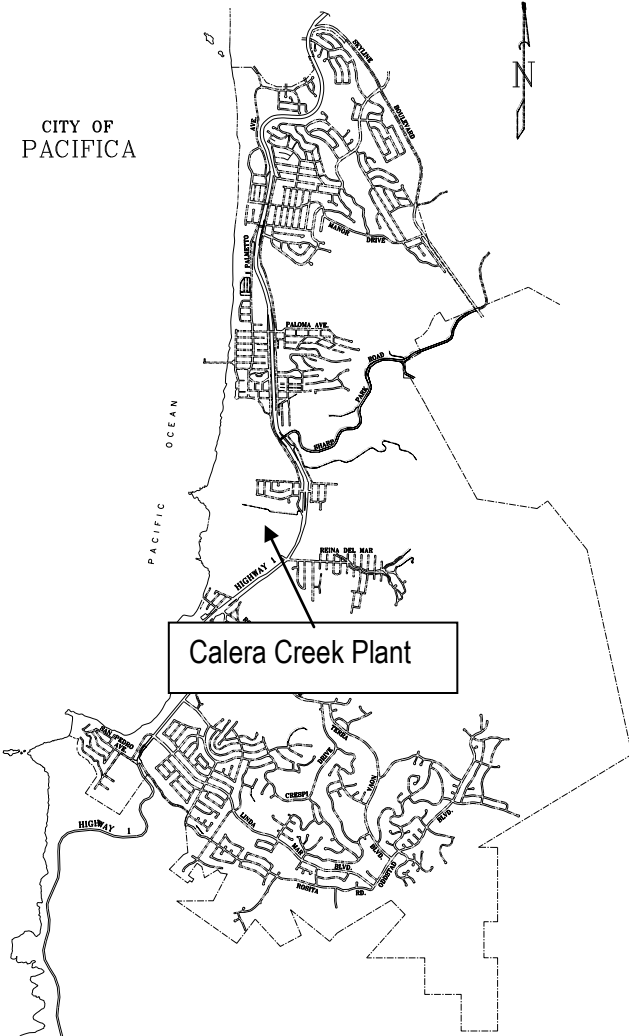
Budget:	
Current year budget: <u>\$300,000</u>	Budget Fund: <u>Enterprise Fund 34</u>
<u>Purpose:</u>	<u>Amount:</u>
<u>Purchase and Install 1 centrifuge</u>	<u>\$300,000</u>
_____	\$ _____
_____	\$ _____

Notes:

CITY OF PACIFICA CAPITAL IMPROVEMENT PROGRAM

Project Name: CCWRP Roof Improvements **Project No.:** P018

Fund: Enterprise Wastewater Construction Fund **Dept. /Mgr.:** Wastewater/Aguilar

PROJECT DESCRIPTION	GENERAL LOCATION
Re-roof CCWRP building.	
PURPOSE/BENEFIT	
Stop leaks in the CCWRP building.	

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: CCWRP Roof Improvements

Project No.: P018

Starting Dates	Duration	Plan Status
2015	On-going	Active

Estimate Cost		Sources of Funding		
		Source	Amount	FY
Planning & Design	\$ 10,000	Local	\$ 160,000	2015-16
Land Acquisition	\$ 0	Federal	\$	
Construction	\$ 150,000	State	\$	
Miscellaneous	\$.. 0	Grant	\$	
Total Project Budget	\$ 160,000	Project Progress		
Completed/Spent	\$ 0	Preliminary Design	_____	
Current Year	\$ 160,000	Final Plans/Specification	_____	
Remaining	\$ 0	Construction	_____	
		Maintenance/Operation Budget Impact		
		\$0/year		

Budget:	
Current year budget: <u>\$160,000</u>	Budget Fund: <u>Enterprise Fund 34</u>
<u>Purpose:</u>	<u>Amount:</u>
<u>Repair CCWRP building roofs</u>	<u>\$160,000</u>
_____	\$ _____
_____	\$ _____

Notes:

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: CCWRP Laboratory Room Improvement **Project No.:** P020

Fund: Enterprise Wastewater Construction Fund **Dept. /Mgr.:** Wastewater/Aguilar

PROJECT DESCRIPTION	GENERAL LOCATION
<p>Purchase new equipments and furniture's for the laboratory room at the CCWRP.</p>	
<p style="text-align: center;">PURPOSE/BENEFIT</p> <p>Will enable staff to be more effective and safe at working in the laboratory</p>	

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: CCWRP Laboratory Room Improvement **Project No.:** P020

Starting Dates	Duration	Plan Status
2012	On-going	Active

Estimate Cost		Sources of Funding		
		Source	Amount	FY
Planning & Design	\$ 0	Local	\$ 190,000	2012-16
Land Acquisition	\$ 0	Federal	\$	
Construction	\$ 0	State	\$	
Miscellaneous	\$.. 190,000	Grant	\$	
Total Project Budget	\$ 190,000	Project Progress		
Completed/Spent	\$ 59,000	Preliminary Design	_____	
Current Year	\$ 130,000	Final Plans/Specification	_____	
Remaining	\$ 1,000	Construction	_____	
		Maintenance/Operation Budget Impact		
		\$0/year		

Budget:	
Current year budget: <u>\$130,000</u>	Budget Fund: <u>Enterprise Fund 34</u>
<u>Purpose:</u>	<u>Amount:</u>
<u>Purchase Laboratory equipments</u>	<u>\$130,000</u>
_____	\$ _____
_____	\$ _____

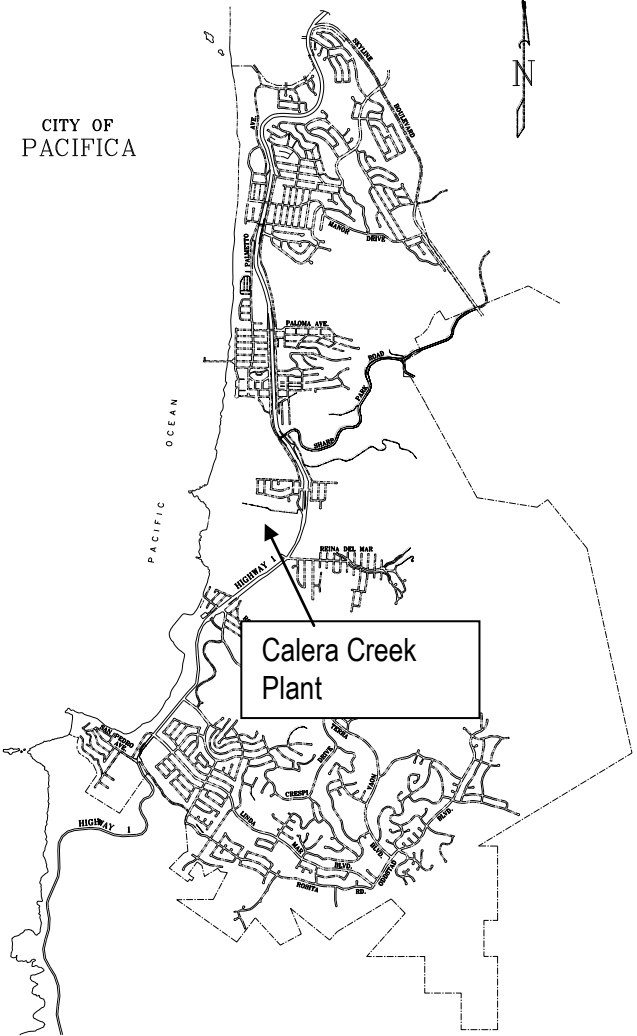
Notes:

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: CCWRP Security & Gate Systems **Project No.:** P022

Fund: Enterprise Wastewater Construction Fund **Dept. /Mgr.:** Wastewater/Aguilar

PROJECT DESCRIPTION	GENERAL LOCATION
<p>Purchase new security and gate systems for the CCWRP.</p>	
<p style="text-align: center;">PURPOSE/BENEFIT</p> <p>Security for the Calera Creek Water Recycling Plant</p>	

CITY OF PACIFICA

CAPITAL IMPROVEMENT PROGRAM

Project Name: CCWRP Security & Gate Systems

Project No.: P022

Starting Dates	Duration	Plan Status
2012	On-going	Active

Estimate Cost		Sources of Funding		
		Source	Amount	FY
Planning & Design	\$ 0	Local	\$ 74,000	2012-16
Land Acquisition	\$ 0	Federal	\$	
Construction	\$ 0	State	\$	
Miscellaneous	\$.. 74,000	Grant	\$	
Total Project Budget	\$ 74,000	Project Progress		
Completed/Spent	\$ 26,000	Preliminary Design	_____	
Current Year	\$ 48,000	Final Plans/Specification	_____	
Remaining	\$ 0	Construction	_____	
		Maintenance/Operation Budget Impact		
		\$0/year		

Budget:	
Current year budget: <u>\$48,000</u>	Budget Fund: <u>Enterprise Fund 34</u>
<u>Purpose:</u>	<u>Amount:</u>
<u>Purchase and install CCTV for the Plant</u>	<u>\$48,000</u>
_____	\$ _____
_____	\$ _____

Notes:
6

MASTER FEE SCHEDULE 2015-2016



June 22, 2015

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
CITY CLERK	
City Council Agenda Packets	
One meeting packet	\$ 45.00
Photocopies (per page)	0.25
Other	
Pacifica Municipal Code	181.00
Annual Code Maintenance Fee	90.00
Ordinances and Resolutions	0.25
City Council Agenda Packets	1,091.00
Appeals to the City Council	200.00

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
PLANNING	
Planning Division	
Planning / Engineering Hourly Rate	189.00
Development Applications:	
<p>All development applications shall require a deposit based on estimated number of staff hours to process an application. The deposit will be expended during application processing according to the adopted hourly rate. Additional funds may be requested if necessary. Remaining deposit will be returned at project completion.</p>	Deposit based on estimated number of staff hours.
<p>City Attorney's Review of Projects and Permits - If necessary, an additional deposit amount will be required for City Attorney review of projects.</p>	Deposit based on estimated number of attorney hours. Hourly cost of Contract Attorney
<p>Study Sessions - payment of deposit and staff hourly rate as stipulated above. Commercial projects or the commercial portion of a mixed-use project that received final building inspection approval shall be entitled to a refund. If the projects is 50% commercial, they should get a 50% refund hourly cost plus materials for the study session;</p>	No change
<p>Request for extension of Development Application permits</p>	567.00
Environmental Document Preparation and Special Studies	
<p>Applicant shall pay full consultant cost plus 10% of contract amount for administration</p>	Contract amount plus 10% admin fee
<p>Applicant shall pay CEQA document filing fees adopted by the San Mateo County Clerk and California Department of Fish and Wildlife. These fees are pass through to other agencies and amounts are not controlled by the City of Pacifica. See Planning Division staff for current fee schedules or visit https://www.wildlife.ca.gov/Conservation/CEQA/Fees</p>	Fees as adopted by State of California and San Mateo County Clerk.

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
General Planning Fees	
General Research Fee	\$189, plus actual material cost
Business License request for zoning consistency	189.00
Home Occupation Permits	189.00
Other Administrative Permits; hourly cost plus actual material cost.	189.00
General Plan maintenance fee	See Building Division section of schedule
Review of Building Permit	94.50
Zoning verification letter	50% of hourly rate after CPI/CCI increase.
Biannual Wireless Communications Facility Certification (PMC 9-4.2608(a)(7))	189.00
Banner /Temporary Signage Requests	94.50
Requests for Public Necessity and Convenience Determinations for ABC License	189.00
Special Events on Private Property	567.00
Pumpkin /X-Mas Tree Lots	567.00

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
Growth Management Requests	567.00
Mobile Home Fair Return Adjustment Requests	Deposits and payment of actual costs based on estimated number of staff hours, Hearing Officer costs, and City Attorney costs.
Planning Commission Agenda Packet	
Full Packet mailed (annual)	130.00
Agenda only mailed (annual)	30.00
General	
Planning and Planning Related Documents	Actual Cost of Reproduction
Code Books or Other Technical Manuals	Publisher's Cost + 10% Handling Fee

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
Building Division	
Building Permit Fee (Based on Dollar Valuation)**	
\$1.00 to \$500	\$53.00
\$501 to \$2,000	\$53.00 for first \$500 plus \$4.00 for each additional \$100 or fraction thereof.
\$2,001 to \$25,000	\$108.00 for first \$2,000 plus \$16.00 for each additional \$1,000 or fraction thereof.
\$25,001 to \$50,000	\$472.00 for first \$25,000 plus \$15.00 for each additional \$1,000 or fraction thereof.
\$50,001 to \$100,000	\$842.00 for first \$50,000 plus \$8.00 for each additional \$1,000 or fraction thereof.
\$100,001 to \$500,000	\$1,264.00 for first \$100,000 plus \$7.00 for each additional \$1,000 or fraction thereof.
\$500,001 to \$1,000,00	\$4,220.00 for first \$500,000 plus \$6.00 for each additional \$1,000 or fraction thereof.
\$1,000,000 and above	\$6,860.00 for first \$1,000,000 plus \$5.00 for each additional \$1,000 or fraction thereof.
<p>** Building Valuation Data Standards are published by ICBO Standards. Construction cost is adjusted by regional modifiers. Pacifica uses Western U.S., California - San Francisco Area).</p>	

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
Plan Check and Other Building Permit and Inspection Fees	
Plan Check fee	65% of Permit Fee
Building Standards Administrative Fee	\$1 per \$25001
Education Fee	\$2 per permit
General Plan Maintenance	0.005 of construction value
Archive Fee	\$15 plus one dollar per plan page for sheets larger than 11x17
Certified Assess Specialist Consultation Fee	Actual Consultant Cost + 10% Administrative Fee
Hourly plan check fee - Planning, Engineering, Wastewater, etc.	\$189.00
Swimming Pools and Spas	Building Permit fee based on contract valuation. All other applicable fees apply
Inspections outside normal business hours	Time and a half, Four hour minimum
Grading Permits	Fees based on 2013 Building Code Table
Changes to existing permits	Hourly plan review fees based on rates for all Departments required to review revised permit. Additional Building Permit fees may apply if valuation is affected by modification.
Inspection Fee. Hourly with a minimum 30 minutes.	\$114.30
Building without Permit	Double Building Permit Fee
See Engineering for other encroachment, plan check, drainage fee, and other applicable fees	
Solar Photovoltaic System	
Residential	Valuation not to exceed \$500
Commercial	Valuation not to exceed \$1,000

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
Strong-Motion Instrumentation Program (SMIP) Fees pursuant to California Codes, Public Resources Code Section 2700-2709.1	
SMIP (All other structures)	0.00028 of valuation
SMIP (Residential up to three stories)	0.00013 of valuation
Electrical Permit Fees	
Private Swimming Pools	65.00
Nonresidential Appliances; cost for each	6.00
Temporary Power Service; cost for each	32.00
(N) Residential Bldg.; cost per square foot	0.10
Electrical Services (<=200 AMP); cost for each	41.00
Electrical Services (<200 to 1000 AMP); cost for each	83.00
Electrical Services (<1000 AMP); cost for each	168.00
Residential Appliances; cost for each	6.00
(N) Multi-Family Bldg.; cost per square foot	0.00
Signs, Outline Lighting and Marquees; cost for each	24.00
Misc. Apparatus, Conduits and Conductors; cost for each	25.00
Light Fixtures (First 20 fixtures); cost for each	1.00
Light Fixtures (Additional fixtures); cost for each	1.00
Power Apparatus (Up to and including 1)	6.00
Power Apparatus (Over 1 and not over 10)	17.00
Power Apparatus (Over 10 and not over 50)	33.00
Power Apparatus (Over 50 and not over 100)	67.00
Power Apparatus (Over 100)	101.00
Receptacles, Switch & Light Outlets (First 20 fixtures); cost for each	1.00
Receptacles, Switch & Light Outlets (Additional fixtures)	1.00
Electrical Permit Issuance; cost for each	33.00
Electrical Permit Issuance (Special Cases)	12.00
Mechanical Permit Fees	
Furnace (<=100k BTU)	23.00
Furnace (>100k to 500k BTU)	28.00
Appliance Vents	11.00
Boilers, Compressors, and Absorption Systems (<=3hp or 100k BTU)	21.00
Boilers, Compressors, and Absorption Systems (<=15hp or 500k BTU)	39.00
Boilers, Compressors, and Absorption Systems (<=30hp or 1000k BTU)	54.00
Boilers, Compressors, and Absorption Systems (<=50hp or 1750k BTU)	79.00
Boilers, Compressors, and Absorption Systems (>=50hp or 17500k BTU)	79.00
Hood	17.00
Air Handlers (<=10k CFM)	17.00
Air Handlers (>10k CFM)	27.00
Evaporative Cooler	17.00
Vent Fan (Single Duct)	11.00
Vent System	17.00
Incinerators (Residential)	17.00
Incinerators (Comm)	17.00
Miscellaneous Mechanical	17.00
Mechanical Permit Issuance	33.00
Mechanical Permit Issuance (Special Cases)	12.00

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
Plumbing Permit Fees	
Fixtures & Vents;	11.00
Fixtures & Vents (Repair/Alteration)	11.00
Cesspool	15.00
Sewage Disposal System	58.00
Grease Interceptors	10.00
Rainwater systems	15.00
Water Piping	15.00
Water heater	15.00
Public Spa	88.00
Gas Piping	8.00
Public Pool	133.00
Private Pool	88.00
Private Spa	88.00
Sewer	23.00
Backflow	15.00
Backflow device over 2"	15.00
Miscellaneous Plumbing	15.00
Plumbing Permit Issuance; cost for issuing each permit.	33.00
Plumbing Permit Issuance (Special Cases). For issuing each supplemental permit for which the original permit has not expired, been cancelled or finalized.	12.00
New Construction Development Impact Fees (calculated by Public Works, Engineering Division)	
Highway 1 Improvement Fee (PMC 8-15.04)	
(a) Primary Impacting Area.	
(1) Per new residential unit (average of 1,000 square feet)	2,153.00
(2) Per new second residential unit	1,076.00
(3) Per new commercial unit (per 1,000 square feet of gross floor area)	861.00
(b) Secondary Impacting Area.	
(1) Per new residential unit (average of 1,000 square feet)	718.00
(2) Per new second residential unit	359.00
(3) Per new commercial unit (per 1,000 square feet of gross floor area)	282.00

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
In-Lieu Park Dedication Fee (PMC 10-1.803 and 8-19.02)	
Contact Engineering Division for fee calculation	
Oceana/Manor/Palmetto Mitigation Fee (PMC8-18.04)	
Contact Engineering Division for fee calculation	
See Engineering for other encroachment, plan check, drainage fee, and other applicable fees	
Capital Improvement Fee	As required by Pacifica Municipal Code Title 7, Chapter 4.
Sewer Connection, Inspection, and Plan Check Fees	See Wastewater Treatment Plant Section of Master Fee Schedule
Code Enforcement	
Administrative Citations (PMC1-6.06)	
First Violation	100
Second Violation	200
Third Violation	500
Misdemeanor Citation	1,000
Late Fees - Failure to pay a civil fine within 10 calendar days of their issuance when not contested or within 10 calendar days following decision on an appeal to uphold the citation . shall result in the following late charge.	50% of fine, plus full fine amount
Public Nuisance Abatement Assessment	Actual abatement cost - 100% to property owner

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
POLICE	
False Alarms	
First Response	No Charge
Second through fifth responses	125.00
Six or more responses	195.00
False Alarms without permit	
First Response No Charge	
Second through fifth responses	195.00
Six or more responses	195.00
Photograph (digital)	
First Page of Photographs (4 to a page)	22.00
Subsequent pages of photographs (4 to a page)	7.00
Disc of photos	30.00
Arcade Permit	
Annual Renewal Fee	49.00
Application Fee	29.00
Block Party Permits	50.00
Masseur/Masseuse	
New -Non State Certified	162.00
Non-State Certified Live Scan	62.00
New - State Certified	50.00
Renewal Fee-Non State Certified	50.00
Renewal Fee - State Certified	25.00
Massage Trainee - Non-State Certified	162.00
Massage Parlor/Outcall	
New -Non State Certified	331.00
Non-State Certified Live Scan	62.00
New - State Certified	50.00
Renewal Fee-Non State Certified	100.00
Renewal Fee - State Certified	25.00
Administrative Fee for Firearms (Per Penal Code 12021.3JI)	
For release to owner	384.00
Taxi Cab Operation	
Permit / Background Investigation	129.00
Taxi Cab Permit Live Scan	62.00
Fingerprinting and submittal to DOJ	94.00
Vehicle Inspection	99.00

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
General	
Case Reports (Per Public Records Act)	No Charge
Good conduct letter for Visa (record review)	53.00
Bingo Permit: New	29.00
Bingo Permit: Annual Renewal Fee	29.00
Second Hand Dealers	130.00
Tow Service Contract	197.00
Tow Driver Live Scan	62.00
Alarm Permit	82.00
Alarm Permit Renewal	43.00
Application for Concealed Weapon (To be paid to licensing agency)	100.00
Application for Concealed Weapon: Renewal Fee (To be paid to licensing agency)	25.00
Fortune Telling	58.00
Audio I Video "CD/DVD" duplication	30.00
Private Property abatement	220.00
Vehicle Release Administrative Costs (all but victims)	133.00
General Research	83 .00/Per Hour
Storage of Property (Per Civil Code 2080.1(b))	1.00/Per Day
Tobacco Retailer License	76.00
Police Officer Subpoena (Per G.C. 68097.2)	275.00
Ink Roll Fingerprinting	30.00
Live Scan Fingerprinting	30.00
San Mateo County Booking Fee	Based on Current County Fee
DUI with Incident	Cost of hours and car
Tape Transaction Cost of Outside Service	Cost of Outside Service
Dance Permit	49.00
Repossession Fee (Per G.C. 26751)	15.00

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
Municipal Code Violations	
4-10.118(a)(5) Parked in Unmarked Parking	43.00
4-10.304(a) Parking w/o Valid Permit	43.00
4-7.1101(a) Parked in Posted No Parking Zone	43.00
4-7.1102(a) Making Repairs on Roadway	43.00
4-7.1104(b) Parking Where Prohibited	43.00
4-7.1106(b) No Parking on Narrow Street-Where Posted	43.00
4-7.1108(b) Parking in Violation of Temporary No parking Sign	43.00
4-7.1109(a) Parked the Wrong Way on One-Way Street	43.00
4-7.1109(b) Parked the Wrong Way on Divided Highway	43.00
4-7.1110(b) Improper Angle-Marked Angle Parking (Not within Marks)	43.00
4-7.1111 Failed to Curb Wheel – 3% Grade	43.00
4-7.1112 Trailer Parked over 12 Hours	78.00
4-7.1113(a) Selling from Vehicle without Permit	43.00
4-7.1114(b) Occupied Motorhome on Public Property	53.00
4-7.1201 Parked in Excess of Posted Limit	43.00
4-7.1203(2) Restricted parking (Council Chambers)	43.00
4-7.1302(b) Red Curb	43.00
4-7.1306(d) No Stopping/Standing/Parking in Bus Zone	43.00
4-7.1403 Operate vehicle on Fassler/Sharp Park Rd. with Weight over 14,000 GVWR	43.00
4-7.1404 Parking Commercial Vehicle in Commercial Area (0200-0600) 10,000 GVWR	78.00
5-1.13 Abandon Vehicle	203.00
5-2.03(a) Vehicle Parked over 72 Hours	43.00
5-13.03 Operate Vehicle - Private Property without written Permission	53.00
5-18.03 Operate/Park/Stand Vehicle Off Road (Beach Area)	53.00
9-4.2808(a) Parking on Residential Property (other than driveway)	43.00
9-4.2809(a) Parking Commercial in Residential Area Anytime (10,000 GVWR)	78.00
9-4.2809(b) No Parking in Vacant Lot	43.00
9-4.2809(e) Parking on Commercial Property. Not in Conjunction with Business	78.00
9-4.2801(a) Repairing Vehicle on Vacant Lot	43.00

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
Administrative Violations	
4.3.202(a) Sale, Use, or Discharge of Fireworks First Offense	200.00
Second Offense	400.00
Third Offense	1,000.00
4-3.202(b) Possession of 25 pounds or less of dangerous fireworks*	1,000.00
4-3.203(a) Discharge of "safe and sane" fireworks during prohibited hours First Offense	200.00
Second Offense	400.00
Third Offense	1,000.00
4-3.203(b) Discharge of "safe and sane" fireworks at prohibited location First Offense	200.00
Second Offense	400.00
Third Offense	1,000.00
4-3.203(c) Prohibited discharge of "safe and sane" by minors (under 18 years of age)	200.00
Second Offense	400.00
Third Offense	1,000.00
4-3.205(a) Sale of "safe and sane" fireworks without valid permit	200.00
Second Offense	400.00
Third Offense	1,000.00
4-3.205(b) Sale of "safe and sane" fireworks outside of approved stand	200.00
Second Offense	400.00
Third Offense	1,000.00
4-3.205(c) Sale of "safe and sane" fireworks during prohibited hours	200.00
Second Offense	400.00
Third Offense	1,000.00

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
4-3.205(d) Prohibited sale of "safe and sane" fireworks to minor (under 18 years of age)	200.00
Second Offense	400.00
Third Offense	1,000.00
*In addition to the fine, the citee shall be assessed and shall be liable for the payment of the actual costs	
associated with the collection, transportation, and disposal of any seized fireworks.	
5-28.04(b) Social Host-allow minor to be in possession, consume or served alcohol	1,000.00
or any alcoholic beverage at any gathering.**	
5-28.05 Allow a loud or unruly gathering after a first response warning has been issued**	500.00
Second Offense**	750.00
Third Offense**	1,000.00
**In addition to the fine, the citee and any other responsible person may also be assessed and shall be	
jointly and severally liable for the payment of the actual costs associated with the response by the	
Pacifica Police Department and/or any other emergency response	
provider associated with the loud or unruly gathering, in accordance with Pacifica Municipal	
Code 5-28.07 and 5-28.08.	

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
FIRE	
Permits	
Annual Fire Code Permits (Each)	205.00
Permitted activities less than 90-days. Initial fee includes 1 hour; hourly charge thereafter. Temporary Permit Required.	144.00
Plan Review Fire Sprinklers/Stand Pipes	
Alteration/repair of existing underground pipe systems. Includes underground, hydro/flush, rough and final.	354.00
Commercial underground pipe system installations. Includes underground, hydro/flush, rough and final. Hourly thereafter.	502.00
Fire sprinklers- tenant improvements. 9 or less sprinkler heads Unlimited head change-outs. (Permit required only). Initial fee includes 1 hour; hourly thereafter.	138.00
New commercial & residential sprinkler installations. First 3,000 sq. ft. Includes underground, hydro/flush, rough and final inspections. Hourly thereafter.	682.00
New manufactured home sprinkler systems. Includes underground, hydro/flush, rough and final inspections. Hourly thereafter.	466.00
Standpipe system installation, per standpipe and includes underground, hydro/flush, rough and final inspections.	610.00
Tenant Improvements- installation/alteration of 10 or more heads. (Head change-outs are not included in count). First 300 sq. ft.; hourly thereafter.	251.00
Plan Review General	
Additional Plan review beyond the first 3000 sq. ft.; per hour	144.00
Plan Check Re-Submittals; initial fee includes first hour; hourly charge thereafter.	138.00
Plan Review New Construction and/or Tenant Improvements	
Additional plan review for major changes, additions, as-builts, or resubmittals; initial fee includes first hour; hourly charge thereafter.	144.00
Misc. items w/o sq. footage- e.g. Install hazardous material, storage tank, HVAC smoke detection, partition wall, etc. Initial fee includes first hour; hourly charge thereafter.	144.00
Subdivision map review; per hour fee.	154.00
Base rate- all occupancies. Initial fee includes first 3,000 sq .ft.; hourly thereafter, includes rough and final inspections.	359.00

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
Plan Reviews Fire Alarms	
Existing Fire Alarm Panel Upgrades. Initial fee includes first 3,000 sq .ft.; hourly thereafter, includes rough and final inspections.	251.00
Installation of additional devices on existing system. Initial fee includes first 3,000 sq.ft.; hourly thereafter, includes rough and final inspections.	395.00
New installations. Initial fee includes first 3,000 sq.ft.; hourly thereafter, includes rough and final inspections.	466.00
New installations-- Other Fire Protection Systems. Initial fee includes first 3,000 sq. ft .; hourly thereafter, includes rough and final inspections.	718.00
Requested Services	
All Other Reports. Cost per report.	39.00
Digital Photographs- CD, plus 1 for CD cost	66.00
Digital Photographs- Print. Plus \$1.40 per photo cost.	71.00
Fire Code Variance Application - per request and none-refundable.	600.00
Fire incident reports (per report charge)	39.00
Inspection Outside Normal Business Hours (Per hour, OT rate)	O.T. Rate
Non-Subpoenaed Fire Investigation Reports (per report)	39.00
Pre-Inspection I Consultation for daycare facilities, construction projects, etc. Initial	122.00
Pre-Inspection of care facilities with 25 or fewer occupants. (Flat Fee)	122.00
Pre-Inspection of care facilities with 26 or more occupants. (Flat Fee)	231.00
Processed Photographs, plus cost of developing	74.00
Subpoenaed Fire Investigation Report- through City Attorney's Office, plus attorney's fees per evidence code.	55.00
Site Inspections	
Additional inspections beyond the first 3000 sq ft	107.00
Fire alarms- repair or exchange devices and radio transmitters; Initial Fee includes first hour; hourly charge thereafter.	138.00
Inspection for which no fee is indicated; Initial Fee includes first hour; hourly charge thereafter.	138.00
Installation of hazardous materials storage tank	182.00
Re-inspections; Initial Fee includes first hour; hourly charge thereafter.	107.00
Removal of hazardous material storage tank. Per tank charge. Temporary permit required.	138.00
Replacement of hazardous material storage tank piping, dispensers. Per tank charge. If piping work is done as part of tank installation, there is no charge.	182.00

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
Penalties	
Unpermitted construction work Fee plus 2 times fee	
False Alarms- 1st Response	-
False Alarms- 2nd Response	290.00
False Alarms- 3rd Response	370.00
False Alarms- 4th+ Response	528.00
ANNUAL Commercial Fire Inspection & Re-inspections	
A 1 -4 Assembly Occupancies	162.00
B Business Office Occupancies	92.00
E Educational Occupancies	162.00
F Factory Occupancies	162.00
H Hazard Occupancies	162.00
I Institutional (Nursing Homes) Occupancies	162.00
M Mercantile Occupancies	121.00
M Mercantile Occupancies (Motor Fuel Sales)	134.00
R-1 Occupancies Hotels	162.00
R-2 Residential 3 to 20 units	82.00
R-2 Residential 21 - 40 Units	98.00
R-2 Residential 41- 70 Units	121.00
R-2 Residential 71- 90 Units	145.00
R-2 Residential 91 - 120 Units	191.00
R-2 Residential Over 120 units	239.00
R-3 Residential Care less than 24 hours	134.00
R-3.1 Licensed Residential Care 24 hour 6 or less	162.00
R-4 Residential care 6 or more	162.00
S Storage Facilities	134.00
U Utility Structures	134.00

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
PUBLIC WORKS (Engineering & Field Services)	
Encroachment permits and inspection; hourly charge rate basis	189.00
Sidewalk repair and street openings by private contractor; hourly charge rate basis	189.00
Penalties	
Unpermitted construction work	Double Engineering Permit Cost
Publication vending machine permit	413.00
City Maps 24" x 36'	
Printed: 24" x 36" or larger; \$3/sq ft - black; \$4/sq ft - color	Per Square Foot Fee
Electronic Copy on CD	\$15/CD
Electronic Copy on USB Portable Thumb Drive	\$50/4MB Drive
Photocopies	
8 1/2" x 11"; \$0.25/black; \$1.00/color	" "
8 1/2" x 14"; \$0.50/black; \$1.50/color	" "
11" x 17"; \$1/black; \$2/color	" "
24" x 36" or larger; \$3/sq ft - black; \$4/sq ft - color	Per Square Foot Fee
Engineering Standard Drawing	
Picked up	Per page fee
Mailed (Regular mail -Series 100)	Per page fee + Mailing
Mailed (Regular mail -Series 200)	Per page fee + Mailing
Mailed (Regular mail -Series 300)	Per page fee + Mailing
Street Excavation Handbook	30.00
Beach Parking	
Annual Permit	67.00
Day Pass	8.00
Four Hour Pass	4.00

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
General	
Heritage Tree Permit (removal, destruction, or substantially trim); hourly charge	189.00
General Engineering Development Application Reviews; hourly charge	189.00
Residential and non-residential public improvement plan checking and inspection; hourly charge	189.00
Final Subdivision Map Checking. Staff may require an initial deposit equivalent to 10 hours minimum. All costs for contract or consultant services including legal shall be charged separately to the applicant as additional cost and may require additional deposit.	\$1890 initial deposit; charged at the rate of \$189/hour
Certificate of Compliance, notices of violation, property mergers, parcel map waivers, minor boundary line adjustments, reversions to acreage, and parcel map checking; hourly charge. Staff may require an initial deposit equivalent to 10 hours minimum. All costs for contract or consultant services including legal shall be charged separately to the applicant as additional cost and may require additional deposit. Applicant shall pay full consultant services cost plus 10% of contract amount for administration	\$1890 initial deposit; charged at the rate of \$189/hour
Street/curb openings by utilities; hourly charge	189.00
Right of Way/Street Vacations; hourly charge. Staff may require an initial deposit equivalent to 10 hours minimum. All costs for contract or consultant services including legal shall be charged separately to the applicant as additional cost and may require additional deposit. Applicant shall pay full consultant services cost plus 10% of contract amount for administration	\$1890 initial deposit; charged at the rate of \$189/hour
Subdivision Improvement Plan check and construction inspection, hourly charge. Staff may require an initial deposit equivalent to 10 hours minimum. All costs for contract or consultant services shall be charged separately to the applicant as additional cost and may require additional deposit. Applicant shall pay full consultant services cost plus 10% of contract amount for administration	\$1890 initial deposit; charged at the rate of \$189/hour
Applicant shall pay full consultant services cost plus 10% of contract amount for administration	Contract amount plus 10% admin fee
Barricade Rentals for Block Party (8 Barricades Minimum)	\$2/Barricade +\$50 deposit
Surface Mining and Reclamation Annual Inspection Fee; hourly charge	189.00
Surface Mining Violation (found during inspection)	412.00

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
WASTEWATER TREATMENT PLANT	
DEVELOPMENT CONNECTION FEES (Account No. 34.900000.46751.0000.000)	
Connection Fees (Sec. 6-11.102)	
Residential Units: (Single, Town, Condo)	Number of Units x \$1,203
Multi-Family Dwellings:	Number of Units x \$911
Commercial Units:	Number of Fixture Units/12 x \$1,203
Inflow/Infiltration Fees (Sec. 6-11.104)	
Residential Units: (Single, Town, Condo, Multi-Family)	(Number of Units x \$658) or (Number of Acres x \$1,403) - Whichever is Higher
Commercial Units:	(Number of Fixture Units/12 x \$658) or (Number of Acres x \$1,403) - Whichever is Higher
Trunk Line Fees (Sec. 6-11.103)	
Residential Units: (Single, Town, Condo, Multi-Family)	(Number of Units x \$903) or (Number of Acres x \$1,804) - Whichever is Higher
Commercial Units:	(Number of Fixture Units/12 x \$903) or (Number of Acres x \$1,804) - Whichever is Higher
Sewer Tap Fee (Sec. 6-11.301)	Number of Taps x \$390
Inspection and Plan Review Fee	Number of Hours x \$189

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
SEWER SERVICE CHARGES (Account No. 18.940000.46755.0000.000)	
Annual Sewer Service Charges (Sec. 6-6.401 to 6-6.407)	
Residential Units: (Single, Town, Condo, Multi-Family)	\$600.42 Minimum or (November & December 2014 water billings x 6x12.50867) or (Actual Annual Water Consumption x 12.50867) - Whichever is Lower
Commercial Units:	Actual Annual Water Consumption x 12.50867 x strength factor
Commercial Strength Factor:	
Car Washes = 0.90 Cleaners = 1.20 Laundromats = 0.75	
Restaurants with functioning grease traps = 1.20	
Restaurants without functioning grease traps = 1.80	
Gymnasiums = 0.90 Any other commercial use = 1.00	

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
PARKS, BEACHES & RECREATION	
Special Classes	
General recreation class fees will be adjusted as required to insure that program revenues fund 100% of total program costs. The non-resident fee is \$5.00 more than the resident fee. All registration transactions have a \$6.00 administrative fee. Senior Discount: 10% at age 60.	Please contact 738-7381 for more information
Recreational Facilities Rental other than the Pacifica Community Center	
The following rental charges shall apply for the use of recreational buildings or portions thereof. Rates are per hour and shall not be prorated for part of an hour. If additional City personnel are needed to assist with rental, the additional amount will be actual cost of salary, plus administrative charges.	
Community Picnic Areas	
Frontierland Park – Small Group Picnic Area	75.00
Frontierland Park – Large Group Picnic Area	175.00
Oddstad Park	75.00
4th of July - info/craft booth	\$ 40.00 per booth
4th of July - food booth	\$ 55.00 per booth
Aquatic Classes	
Evening - 8 lessons/30 min. per lesson:	
Semi-Private	100.00
Private	165.00
Junior Sea Lions – Summer League	172.00
Junior Sea Lions	77.00
Little Bobbers and Tiny Tots	58.00
Preschool Levels I, II, III	72.00
Learn to Swim Levels I - III	63.00
Learn to Swim Levels IV - VI	70.00
Daytime - (summer only):	
Semi-Private	61.00
Private	102.00
Little Bobbers and Tiny Tots	38.00
Preschool Levels I, II, III	38.00
Learn to Swim Levels I - VI	38.00
Oceana Pool Rental	
Swim meets	\$110.00/hour
PSL swim team (home team)	\$85.00/hour
Pool Party Program	
	\$125.00/hour
Swim Team	
Swim Team:	\$72.00/mo, \$864.00/yr.
Pre-Comp Swim Team:	\$62.00/mo, \$744/yr.

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
Recreation Swim	
Youth (17 and younger)	4.00
Adults (18 to 59)	5.00
Senior Citizens (60 & over)	4.00
All Access Pass: Adults	\$67/mo./\$191/qrt. or \$737/yr.
All Access Pass: Seniors 60+	\$60/mo./\$172/qrt. or \$663/yr.
Swim Pass (20 swims) - Adults	85.00
Swim Pass (20 swims) - Children/Senior Citizens	68.00
Swim Pass (10 swims) - Adults	45.00
Swim Pass (10 swims) - Children/Senior Citizens	36.00
Water Polo Drop In	5.00
Recreation Playground Program	
Membership Fee: September thru June	150.00
Membership Fee: July/August	100.00
Teen Center	
Membership Fee: September-August	150.00
LITE (Leadership in Training Education)	50.00
LITE Fieldtrip fees for additional weeks	\$10/week
Special Interest Classes	
For special interest classes where no fee has been charged because instructor volunteers his/her time, a \$5.00 per student fee will be assessed to cover program administration costs.	Please contact 738-7381 for more information
Pacifica Community Center Rental	
All rates are hourly. Warming Kitchen and additional rooms may be added for an additional fee. Weekend rates begin Friday after 1:30pm through Sunday.	Please contact 738-7381 for more information
Senior Programs	
Annual membership (includes monthly newsletter and additional costs for special events)	\$20.00 single / \$35/couple

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
Child Care Services	
Child care registration fees:	
One-time, non-refundable fee per child at the time of entry into program.	\$75/child
Annual registration per child for summer program slot.	\$25.00/yr per child
Registration for summer program slot.	\$25.00/yr per child
Late Payment per month for payment after 10th operating day.	\$25.00
Registration to discontinue slot in summer	\$75.00
Late Pick-up: for pick-up after 6:01 p.m. or other designated closing time.	\$2.00 per minute
Preschool Monthly Rates -- Per Child:	
Flat rate. (includes field trips.) 7a.m. -6 p.m.	\$840/mo
State Preschool 1/2 day	N/A
Preschool ½ day (Ocean Shore School)	\$420/mo
State Preschool ½ day (Fairmont Park & Sunset Ridge School)	\$545/mo
Kindergarten/School-age School Year (September-June) Monthly Rates - Per Child:	
Annex Program: Before school and includes additional time during breaks and June after school ends.	\$285
Annex Program: Before and/or after school-School age. Includes school breaks and last two weeks in June.	\$540
State Sponsored Child Care Program: Before and/or after school, School-age. Includes school breaks and last two weeks in June.	\$560
Daily rate: drop in - school year; non-school days, 24-hours notice for space availability; additional charge for field trips and special events; both Kindergarten and School age.	
Kindergarten/School-age Summer Rates (July-August) Monthly Rates per Child	
Annex Summer Program: Flat rate per month for families who are currently enrolled in the year-round program, includes field trips.	\$560
Annex Summer Program: 4 week Summer School / Thinkbridge 1/2 day program.	\$400
State Sponsored Child Care Summer Program: Flat rate per month for families includes field trips.	\$800
Drop-in: per blocks of 10 days: 24 hour advance notice for space available or each day used; field trips & special events are extra.	\$400
Field trip charge per child, per event, drop-ins.	\$15
Beach Events	
Annual Beach Parking Pass	\$65.00
Daily Parking	
0 - 4 hours	\$4
5 - 8 hours	\$8

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
Beach Use (not including surf events): Contest/beach event - (small beach events with 50 or fewer participants and spectators). Fees based on city staff time required for general review, administrative duties and approval.	\$150/day/event
Surf Events/Skatepark Events	
Mini skateboard contest.	\$150/day
Whole skatepark contest	\$200/day plus cleaning deposit of \$251
Surf event for local surf clubs, local businesses and non-profit groups.	\$300 per day
Out of town and commercial groups per surf contest/event with. Maximum participants are 150. An event with vendors, demonstrations, major sponsors, expo-like environment, fees based on city staff time required for general review, administrative duties and approval, as well as impact on public works department and police department.	\$600 per day (Additional fees MAY be determined based on impact on the area and staff FOR ALL EVENTS.)
Surf Camps	
Small Camp (maximum 12 students) & Large Camp (maximum 25 students) for a facility use permit per year, covers all camps in a calendar year. Camp operators must have a Pacifica business license, insurance and adhere to Parks, Beaches and Recreation surf camp requirements. Rates change each January.	
January 2015	
Small Camp	
Large Camp	
January 2016	
Small Camp	
Large Camp	
January 2017	
Small Camp	
Large Camp	
Film/Photo Shoots	
Student/amateur rate/non-profit; Students must show current student ID and non-profits must submit non-profit status letter.	\$100 per day
Commercial filming (less than 3 support vehicles)	\$500 per day
Major commercial filming. (Additional fees may be determined based on vehicles/additional staff time/impact on area.)	\$750 per day
Weddings/Ceremonies on Beaches, Pier or in Parks	
99 or fewer participants	\$225 per day for
100 or more participants (maximum 150)	\$325 per day

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
Community Center Rentals - Weekdays (per hour)	
Auditorium (resident)	60.00
Dance Studio (resident)	40.00
Card Room (resident)	35.00
Portola Room (resident)	35.00
Craft Room (resident)	35.00
Ceramics Room (resident)	35.00
Game Room (resident)	20.00
Art Gallery (resident)	20.00
Meeting Room (resident)	20.00
Auditorium (non-resident)	100.00
Dance Studio (non-resident)	55.00
Card Room (non-resident)	40.00
Portola Room (non-resident)	40.00
Craft Room (non-resident)	40.00
Ceramics Room (non-resident)	40.00
Game Room (non-resident)	25.00
Art Gallery (non-resident)	25.00
Meeting Room (non-resident)	25.00
Auditorium (Non-Profit)	30.00
Dance Studio (Non-Profit)	15.00
Card Room (Non-Profit)	15.00
Portola Room (Non-Profit)	15.00
Craft Room (Non-Profit)	15.00
Ceramics Room (Non-Profit)	15.00
Game Room (Non-Profit)	13.00
Art Gallery (Non-Profit)	13.00
Meeting Room (Non-Profit)	13.00
Auditorium (Commercial)	125.00
Dance Studio (Commercial)	80.00
Card Room (Commercial)	45.00
Portola Room (Commercial)	45.00
Craft Room (Commercial)	45.00
Ceramics Room (Commercial)	45.00
Game Room (Commercial)	30.00
Art Gallery (Commercial)	30.00
Meeting Room (Commercial)	30.00

**City of Pacifica
2015-2016 Fees & Charges Master Schedule**

Fee Description	Adopted 2015-2016
Community Center Rentals - Weekends (per hour)	
Entire Building (resident)	190.00
Auditorium (resident)	95.00
Dance Studio (resident)	70.00
Card Room (resident)	65.00
Portola Room (resident)	65.00
Craft Room (resident)	65.00
Ceramics Room (resident)	65.00
Game Room (resident)	45.00
Art Gallery (resident)	45.00
Meeting Room (resident)	45.00
Entire Building (non-resident)	240.00
Auditorium (non-resident)	145.00
Dance Studio (non-resident)	95.00
Card Room (non-resident)	70.00
Portola Room (non-resident)	70.00
Craft Room (non-resident)	70.00
Ceramics Room (non-resident)	70.00
Game Room (non-resident)	50.00
Art Gallery (non-resident)	50.00
Meeting Room (non-resident)	50.00
Entire Building (Non-Profit)	165.00
Auditorium (Non-Profit)	70.00
Dance Studio (Non-Profit)	50.00
Card Room (Non-Profit)	45.00
Portola Room (Non-Profit)	45.00
Craft Room (Non-Profit)	45.00
Ceramics Room (Non-Profit)	45.00
Game Room (Non-Profit)	40.00
Art Gallery (Non-Profit)	40.00
Meeting Room (Non-Profit)	40.00
Entire Building (Commercial)	265.00
Auditorium (Commercial)	170.00
Dance Studio (Commercial)	120.00
Card Room (Commercial)	75.00
Portola Room (Commercial)	75.00
Craft Room (Commercial)	75.00
Ceramics Room (Commercial)	75.00
Game Room (Commercial)	55.00
Art Gallery (Commercial)	55.00
Meeting Room (Commercial)	55.00