



# City of Sausalito

## FY2017-18 Budget Introduction

City Council

June 6, 2017

# Agenda

- ▶ FY2017-18 Budget Summary
  - ▶ All Funds
  - ▶ Fund Balance
  - ▶ General Fund
  - ▶ Operating Departments
  - ▶ Capital Project Review
  
- ▶ Questions and/or additional information needed

City of Sausalito

CITYWIDE SUMMARY OF THE CITY OF SAUSALITO DRAFT BUDGET

FY 2017-18

Description	Revenues & Transfers In	Expenditures & Transfers Out	Change to Fund Balance	Description	Revenues & Transfers In	Expenditures & Transfers Out	Change to Fund Balance
<u>General Fund</u>	16,239,131			<u>Debt Service Funds</u>			
Administration/Finance		1,782,679		Tidelands Loan	72,155	72,155	-
Information Technology		616,543		2006 General Obligation Bonds	537,435	537,435	-
Community Development		1,299,047		<b>Total Debt Service Funds</b>	<b>\$609,590</b>	<b>\$609,590</b>	-
Non-Department		2,976,988					
Police		5,573,369		<u>Capital Projects Funds</u>			
Dept of Public Works		2,235,909		General Capital Projects	1,955,500	1,951,849	3,651
Recreation		830,208		Sewer Capital	550,000	550,000	-
Library		902,465		<b>Total Capital Projects Funds</b>	<b>\$2,505,500</b>	<b>\$2,501,849</b>	<b>\$3,651</b>
<b>Total General Fund</b>	<b>\$16,239,131</b>	<b>\$16,217,209</b>	<b>\$21,922</b>				

City of Sausalito

CITYWIDE SUMMARY OF THE CITY OF SAUSALITO DRAFT BUDGET

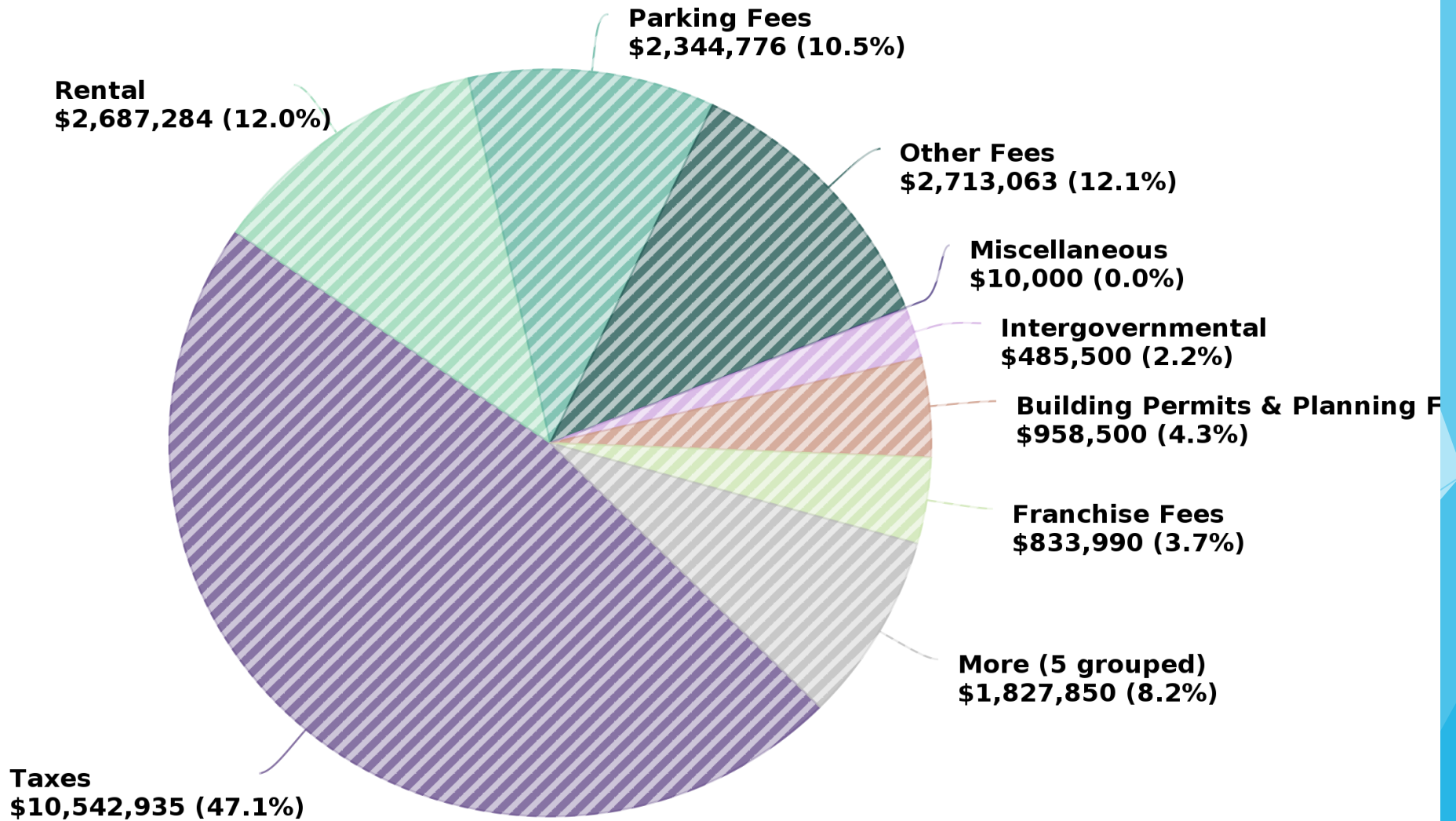
FY 2017-18

Description	Revenues & Transfers In	Expenditures & Transfers Out	Change to Fund Balance	Description	Revenues & Transfers In	Expenditures & Transfers Out	Change to Fund Balance
				<u>Enterprise Funds</u>			
<u>Special Revenue Funds</u>				Sewer	2,647,563	2,647,180	382
Tidelands Fund	741,420	740,438	982	Old City Hall	240,000	240,000	-
Traffic Safety	32,000	32,000	-	MLK Rental Property	1,410,364	1,424,337	(13,972)
Gas Tax	168,000	165,000	3,000	Parking	2,357,776	2,355,419	2,357
Construction Impact Fees	165,000	165,000	-	<b>Total Enterprise Funds</b>	<b>\$6,655,703</b>	<b>\$6,666,936</b>	<b>\$(11,233)</b>
County Measure A and B	50,000	50,000	-	<u>Internal Service Funds</u>			
Storm Drainage	74,500	74,500	-	Vehicle Replacement	100,229	100,000	229
Stairs	-	-	-	Worker's Comp	467,753	327,592	140,161
Police Grant	82,000	77,352	-	Employee Benefits	207,894	205,894	2,000
				<b>Total Internal Service Funds</b>	<b>\$775,876</b>	<b>\$633,486</b>	<b>\$142,390</b>
Recreation Grant	55,000	55,000	-				
<b>Total Special Revenue Funds</b>	<b>\$1,367,920</b>	<b>\$1,359,290</b>	<b>\$3,982</b>				
				Citywide Totals with Transfers In/ Out	28,153,721	27,988,361	160,712
				Less Transfers Between Funds	(5,109,262)	(5,109,262)	-
				<b>Citywide Totals Net of Transfers In/ Out</b>	<b>\$23,044,459</b>	<b>\$22,879,099</b>	<b>\$165,360</b>

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Annual w/ Proposed Budget - Revenues  
2016-17 Draft Budget

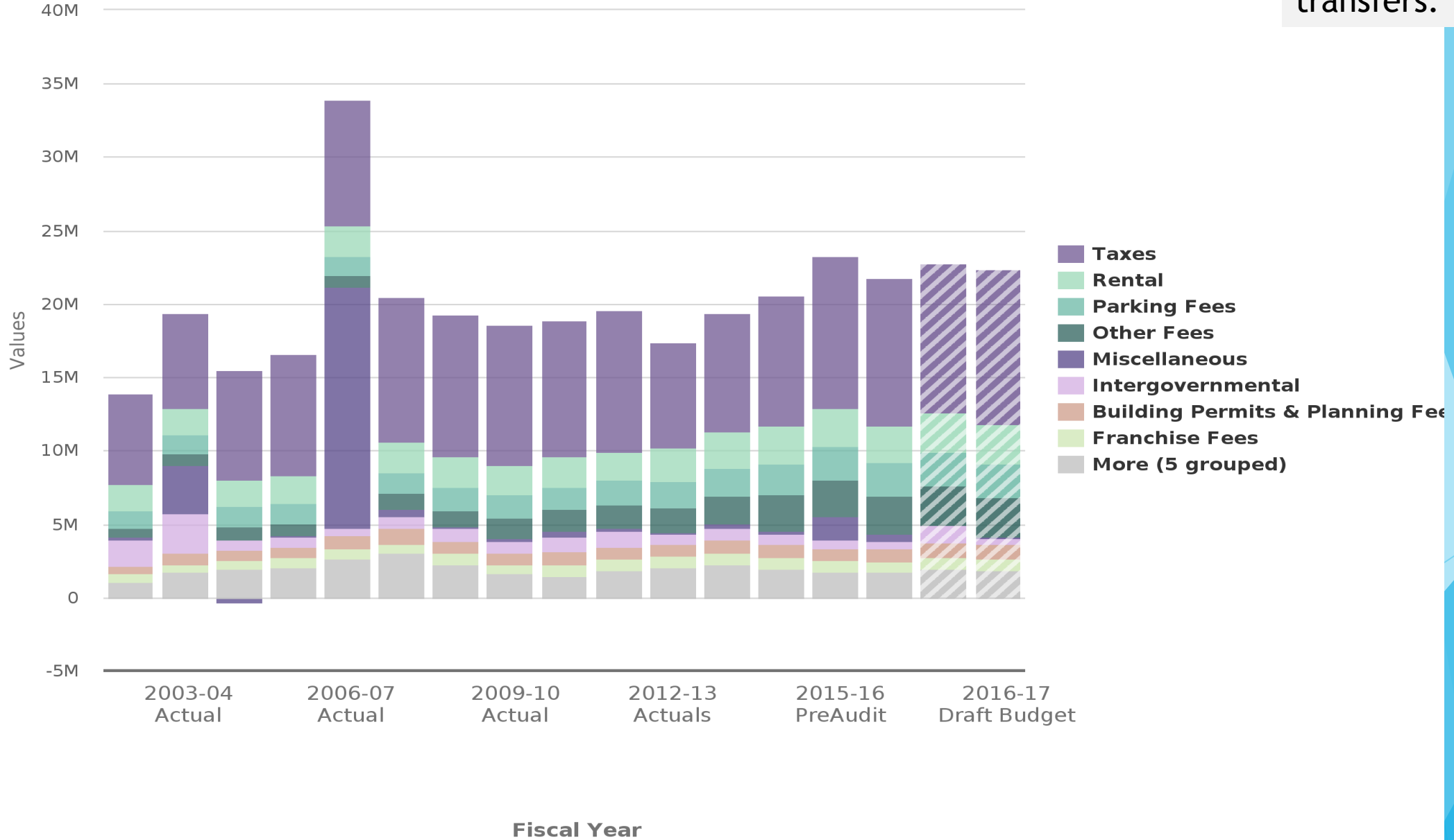
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# Sausalito Annual w/ Proposed Budget - Revenues

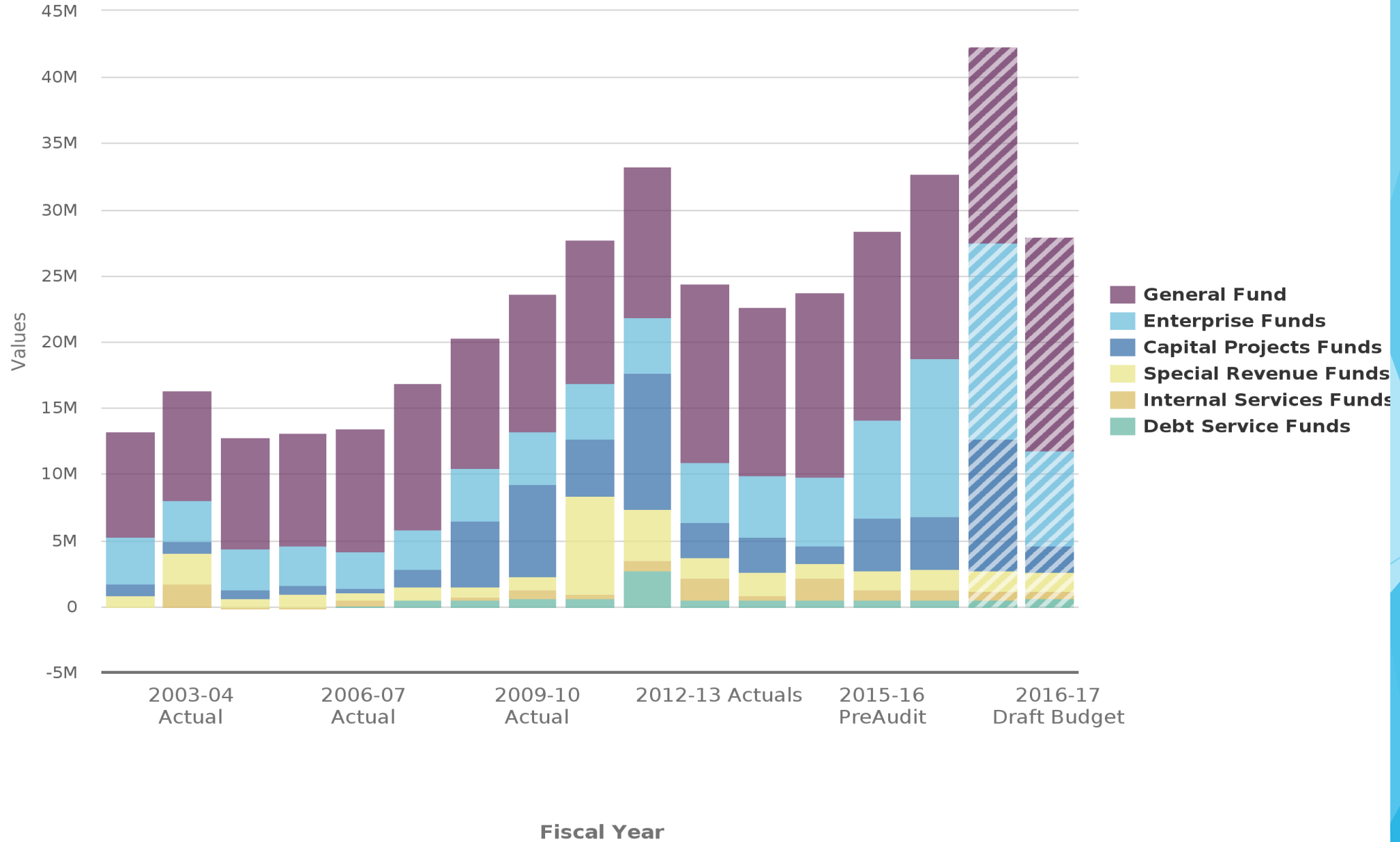
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Does not include transfers.

# Sausalito Annual w/ Proposed Budget - Funds

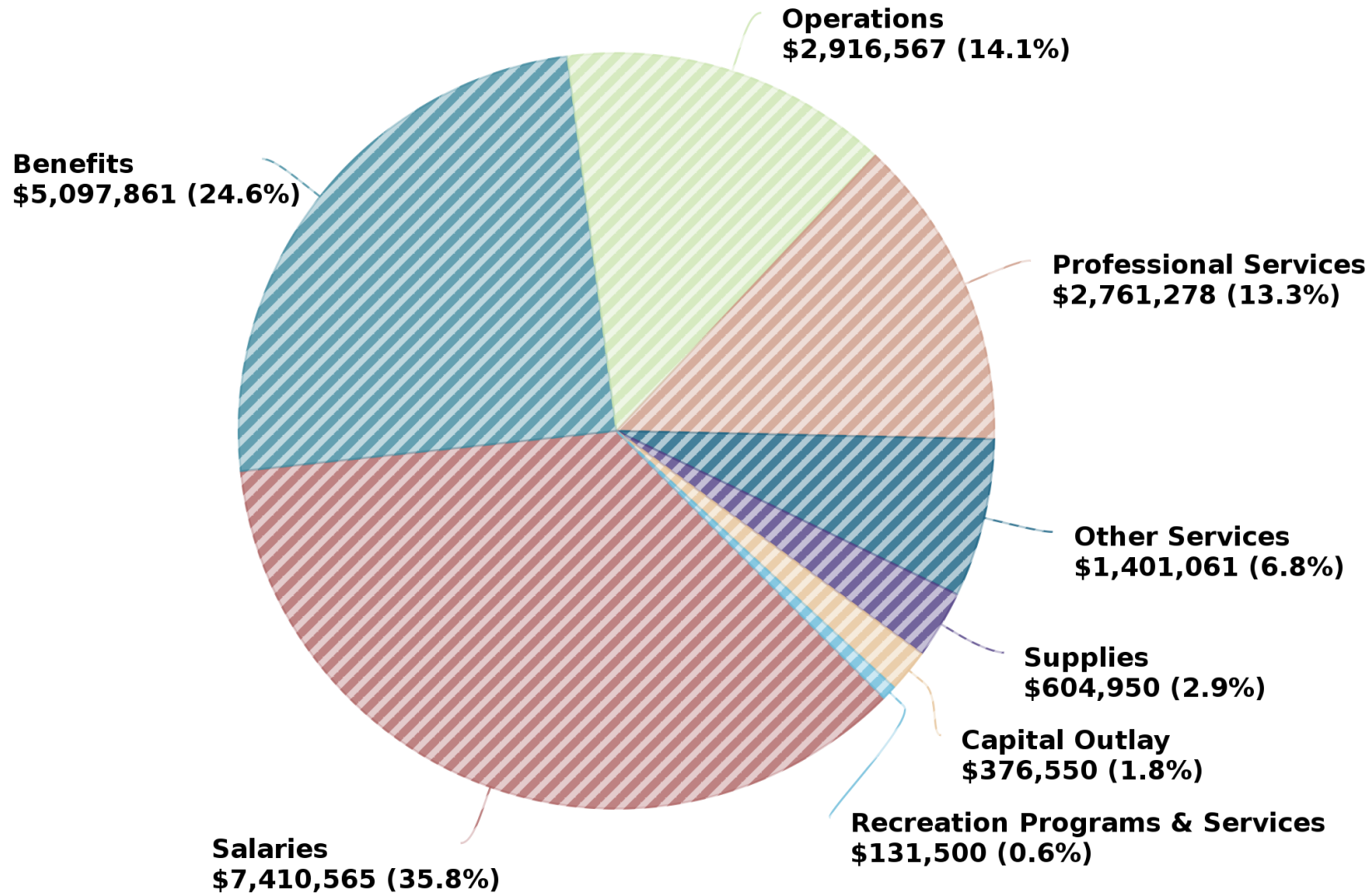
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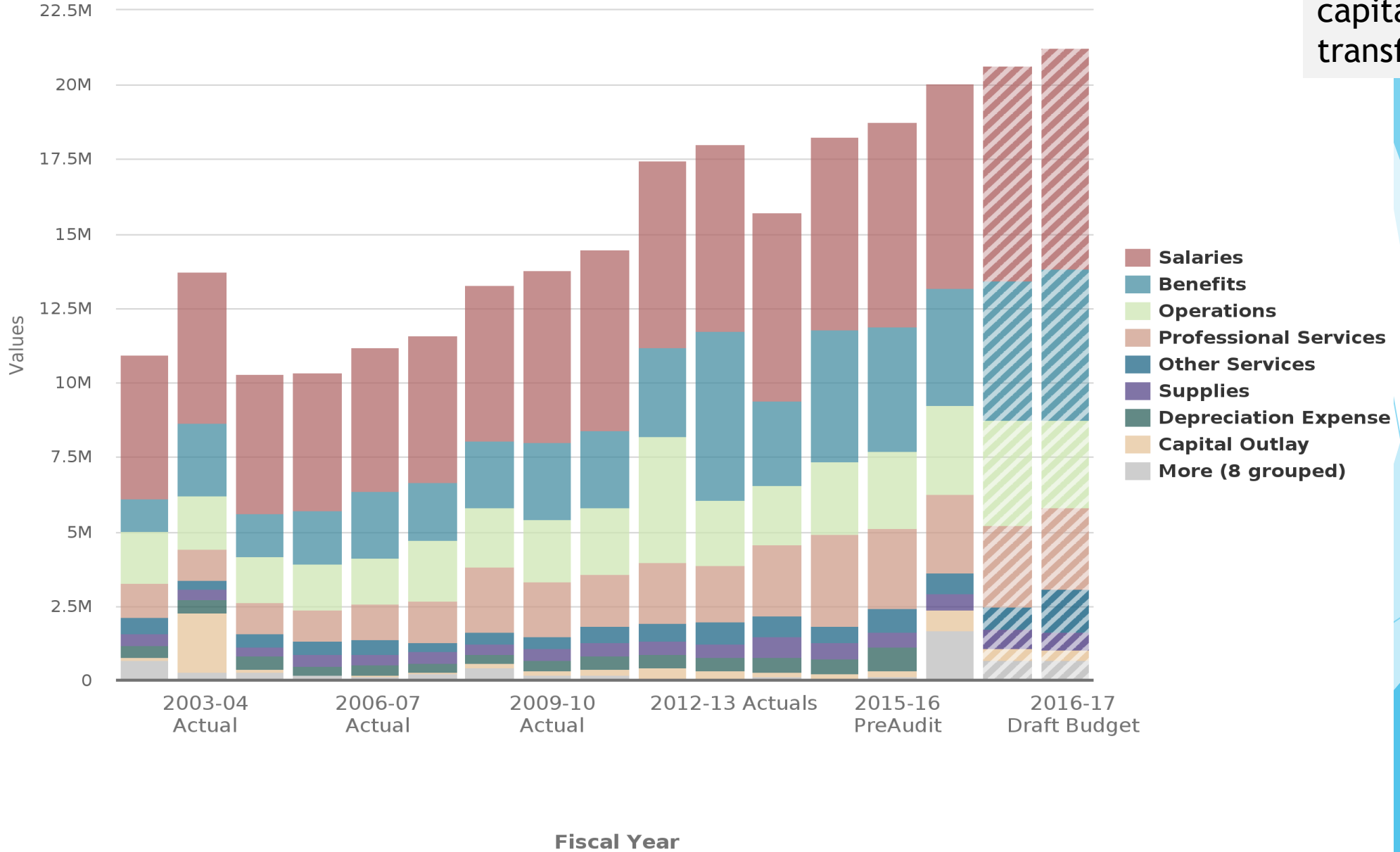
Does not include  
capital funds or  
transfers.





# Sausalito Annual w/ Proposed Budget - Expenses

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Does not include capital funds or transfers.

# Changes to Proposed FY17-18 Budget

- ▶ Increase in Information Technology software maintenance agreements (General Fund)
  - ▶ Accounting software
  - ▶ TRAKiT software
- ▶ Increase in Public Works training
  - ▶ \$15,000 for safety training split 50/50 between General and Sewer Funds
- ▶ Increase in Workers' Compensation = \$200,000 (All Operating Funds)
- ▶ Reduction in Capital Projects
  - ▶ Decrease in expected cost for accounting software
  - ▶ Decrease in document management update
  - ▶ Decrease in Tidelands, Traffic Safety, and Sewer transfers and offsetting related streets and ADA Waterfront projects.

## Fund Balance Projections

Fund Name	Balance as of 06/30/15	Estimated Balance as of 06/30/2016	FY2017 Change to Fund Balance	Estimated Balance as of 06/30/2017	FY2018 Change to Fund Balance	Estimated Balance as of 06/30/2017
General Fund (100)	10,426,298	8,352,143	(157,560)	8,194,583	21,922	8,216,506
Traffic Safety (120)	249	(4,352)	4,352	-	-	-
2006 General Obligation Bonds	630,306	678,854	-	678,854	-	678,854
Construction Impact Fees (122)	78,565	55,799	-	55,799	-	55,799
County Measure A and B (124)	92,618	214	-	214	-	214
Employee Benefits (260)*	(1,387,944)	(1,236,771)	2,000	(1,234,771)	2,000	(1,232,771)
Gas Tax (121)	80,736	134,985	3,000	137,985	3,000	140,985
General Capital Projects (140)	1,445,207	7,890,681	(7,519,122)	371,559	3,651	375,210
General Liability (270)	182,705	40,528	(50,000)	(9,472)	-	(9,472)
MLK Rental Property (210)**	703,486	(1,700,803)	(54,809)	(1,755,612)	(13,972)	(1,769,584)
Old City Hall (113)	613,228	559,960	5,000	564,960	-	564,960
Parking (220)	3,198,036	2,997,225	(103,143)	2,894,082	2,357	2,896,439

\* Includes OPEB liability and compensated absences; credit for transfers to the trust will be credited in FY2016 audit.

\*\* Includes interfund advance of \$2,084,270 as of 06/30/16; Spendable fund balance is estimated at \$646,642.50.

## Fund Balance Projections

Fund Name	Balance as of 06/30/15	Estimated Balance as of 06/30/2016	FY2017 Change to Fund Balance	Estimated Balance as of 06/30/2017	FY2018 Change to Fund Balance	Estimated Balance as of 06/30/2017
Police Grant (134)	980	980	177	1,157	-	1,157
Recreation Grant (136)	24,920	116,487	-	116,487	-	116,487
Sewer (110)	4,269,029	4,392,393	(24,711)	4,367,682	382	4,368,065
Sewer Construction	-	5,094,000	(5,094,000)	-	-	-
Stairs (126)	124,525	155,067	-	155,067	-	155,067
Storm Drainage	988	2,401	-	2,401	-	2,401
Tidelands Fund (114)**	(3,196,130)	(3,082,358)	(15,620)	(3,097,978)	982	(3,096,996)
Tidelands Loan Fund		-	-	-	-	-
Vehicle Replacement (240)	1,223,034	1,217,674	(129,771)	1,087,903	229	1,088,132
Worker's Compensation (250)	82,607	(100,166)	114,243	14,077	140,161	154,238

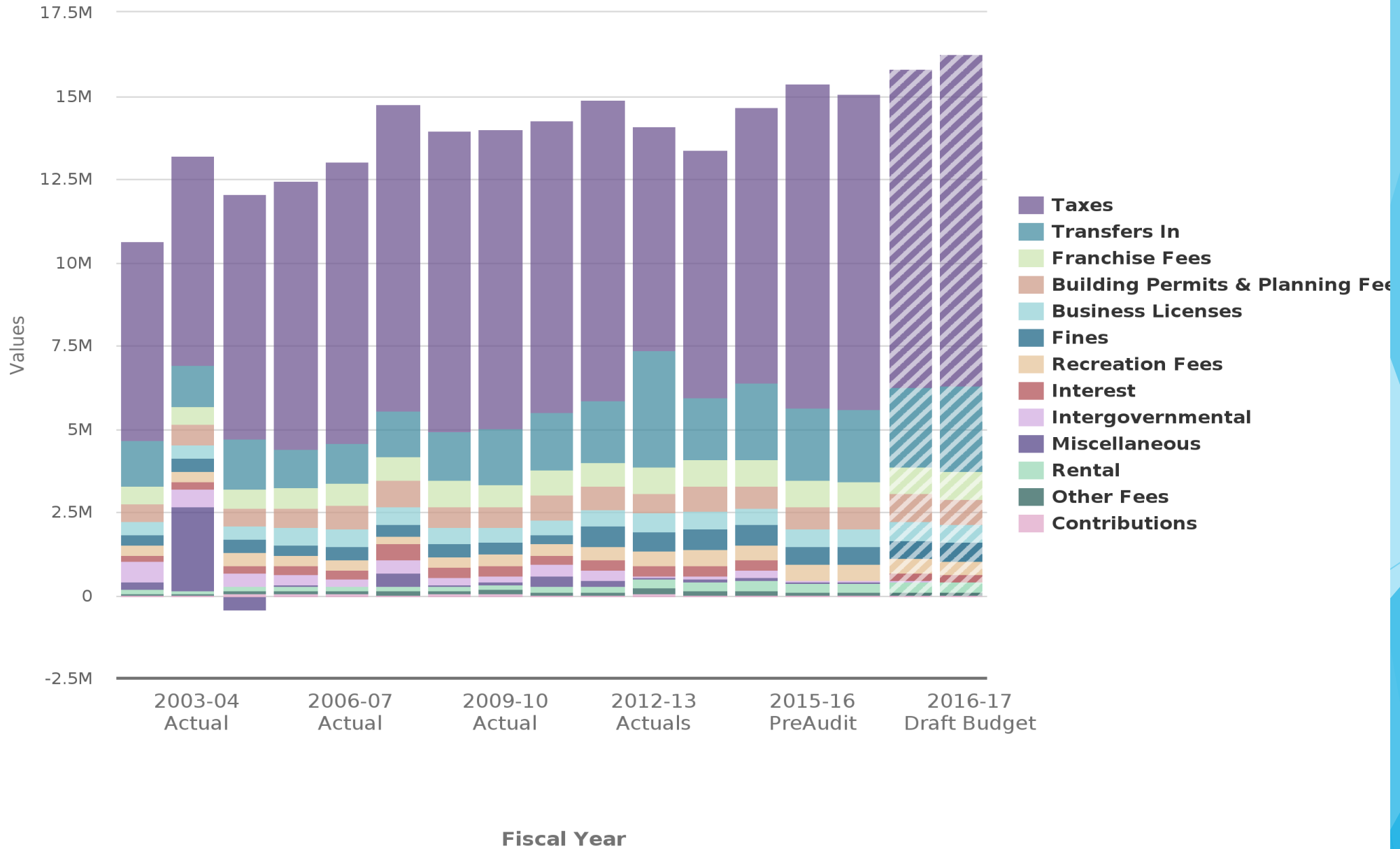
\*\*\* Includes \$4,367,777 in Unearned Revenue recorded as a Liability; Net 06/30/2016 would be \$1,285,419

<b>General Fund</b>	<b>FY2015-16</b>	<b>FY2016-17</b>	<b>FY2017-18</b>	<b>Variance</b>	<b>% Variance</b>
<b>Revenues</b>	<b>\$14,913,676</b>	<b>\$15,804,130</b>	<b>\$16,239,131</b>	<b>\$435,001</b>	<b>2.75%</b>
101	1,568,997	1,650,470	1,782,679	132,209	8.01%
130	781,468	580,726	616,543	35,817	6.17%
180	663,781	593,561	652,850	59,289	9.99%
190	2,784,015	3,146,016	2,953,988	(192,029)	-6.10%
200	5,049,821	5,394,596	5,597,414	202,818	3.76%
400	459,218	644,230	646,197	1,967	0.31%
410	258,405	401,082	466,861	65,779	16.40%
500	1,548,527	1,811,277	1,769,048	(42,229)	-2.33%
600	897,996	844,164	837,708	(6,456)	-0.76%
690	871,242	895,567	902,465	6,898	0.77%
<b>TOTAL</b>					
<b>Expenditures</b>	<b>\$14,883,469</b>	<b>\$15,961,690</b>	<b>\$16,225,753</b>	<b>\$264,063</b>	<b>1.65%</b>
<b>NET</b>	<b>30,207</b>	<b>(157,560)</b>	<b>13,378</b>	<b>170,938</b>	

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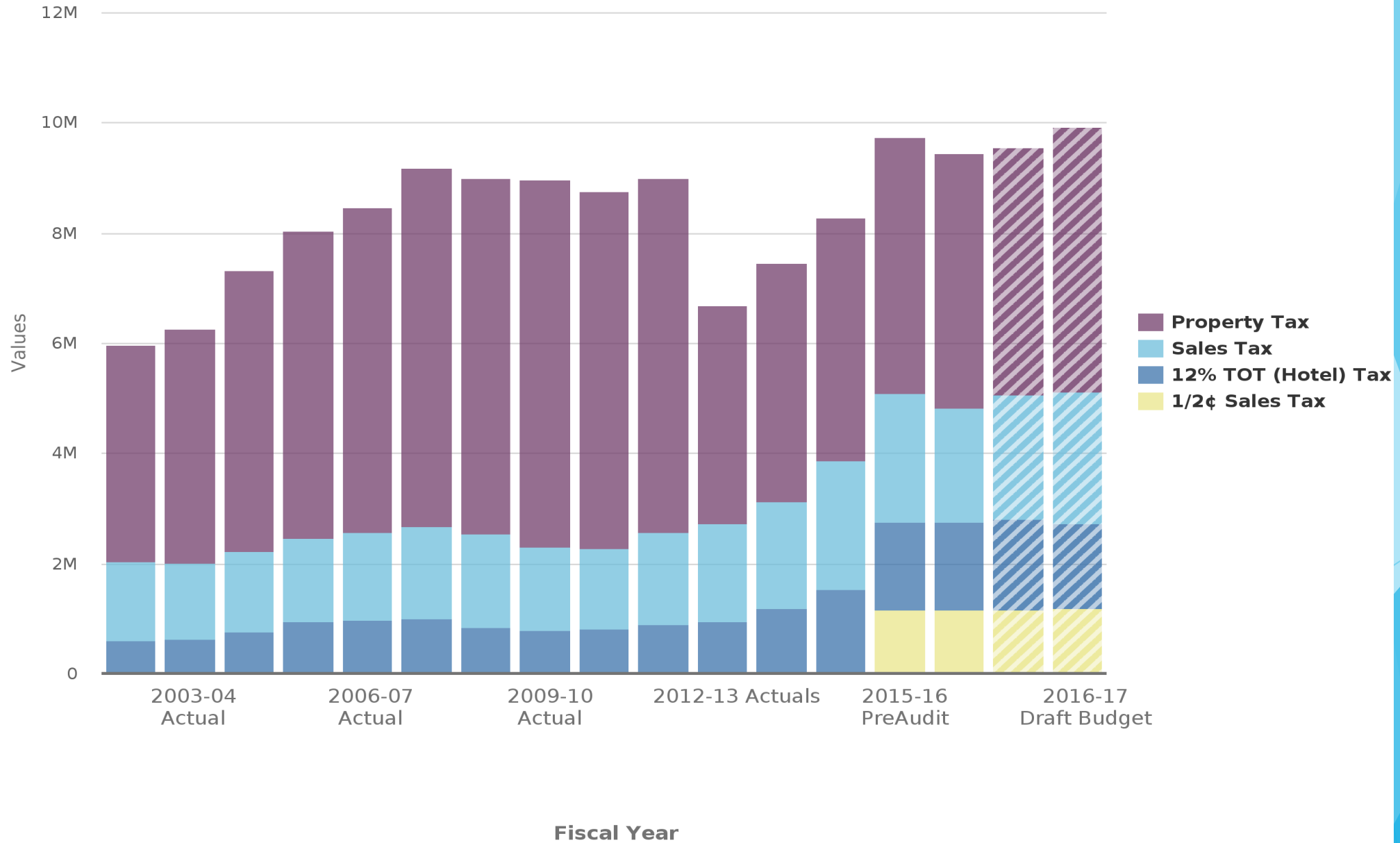
General Fund only



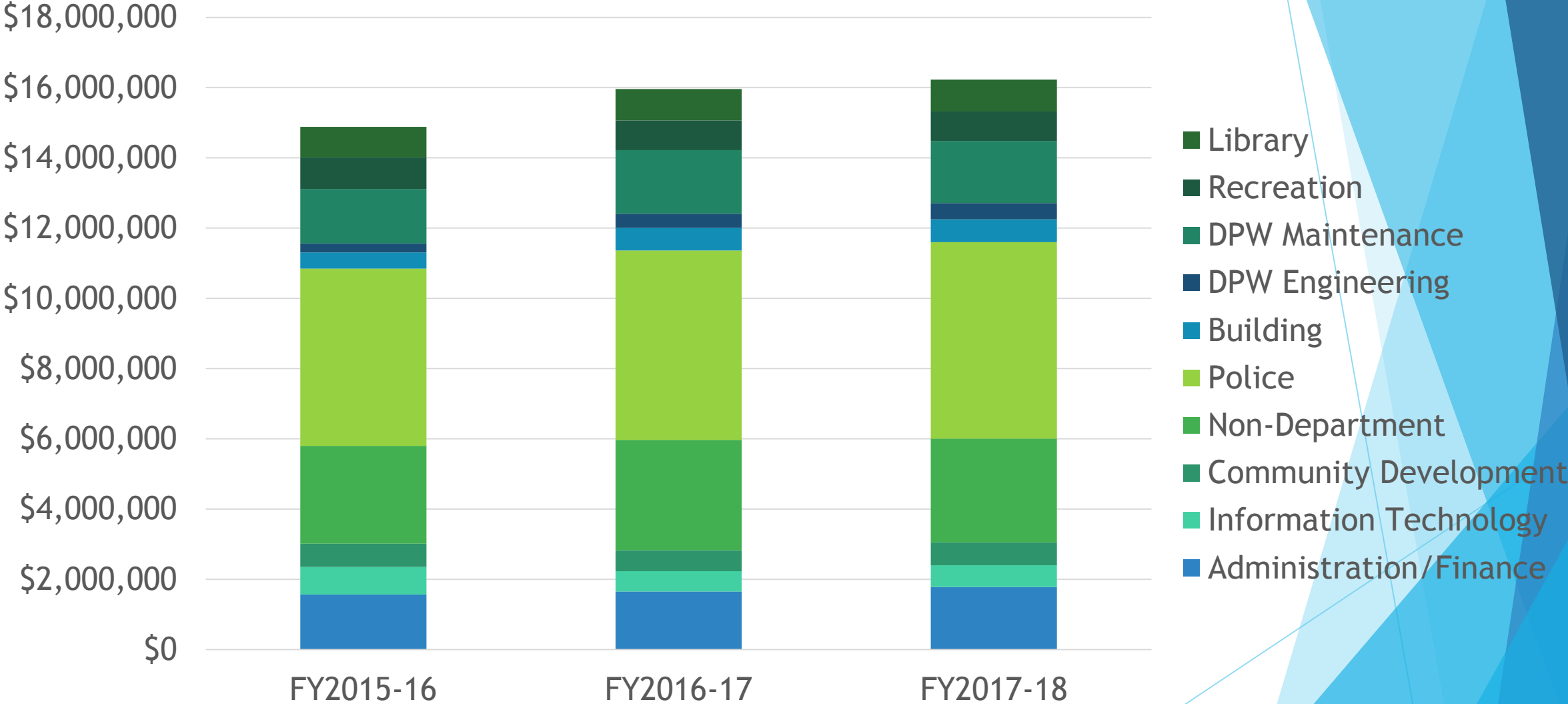
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General Fund only



# General Fund Expenditures

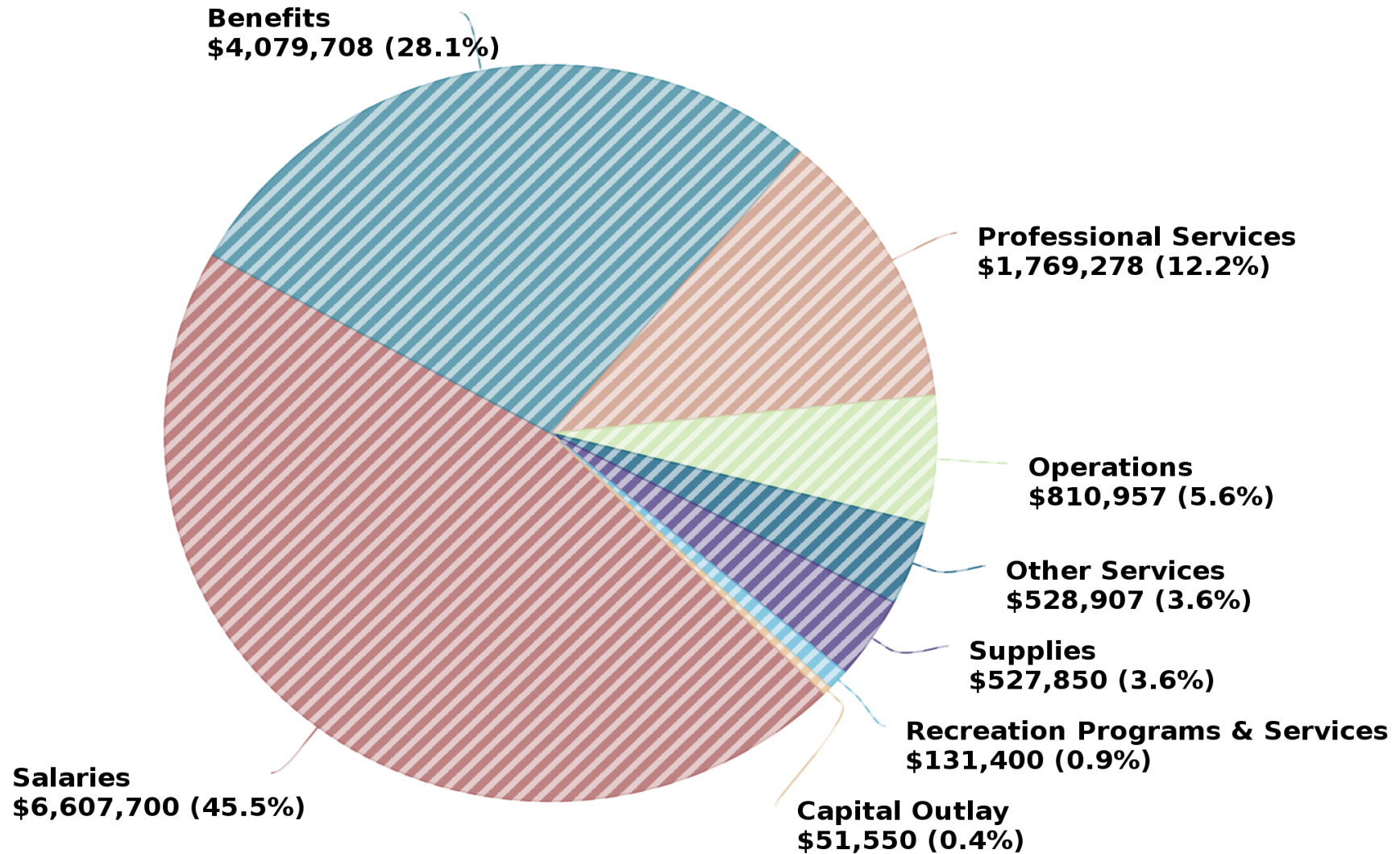




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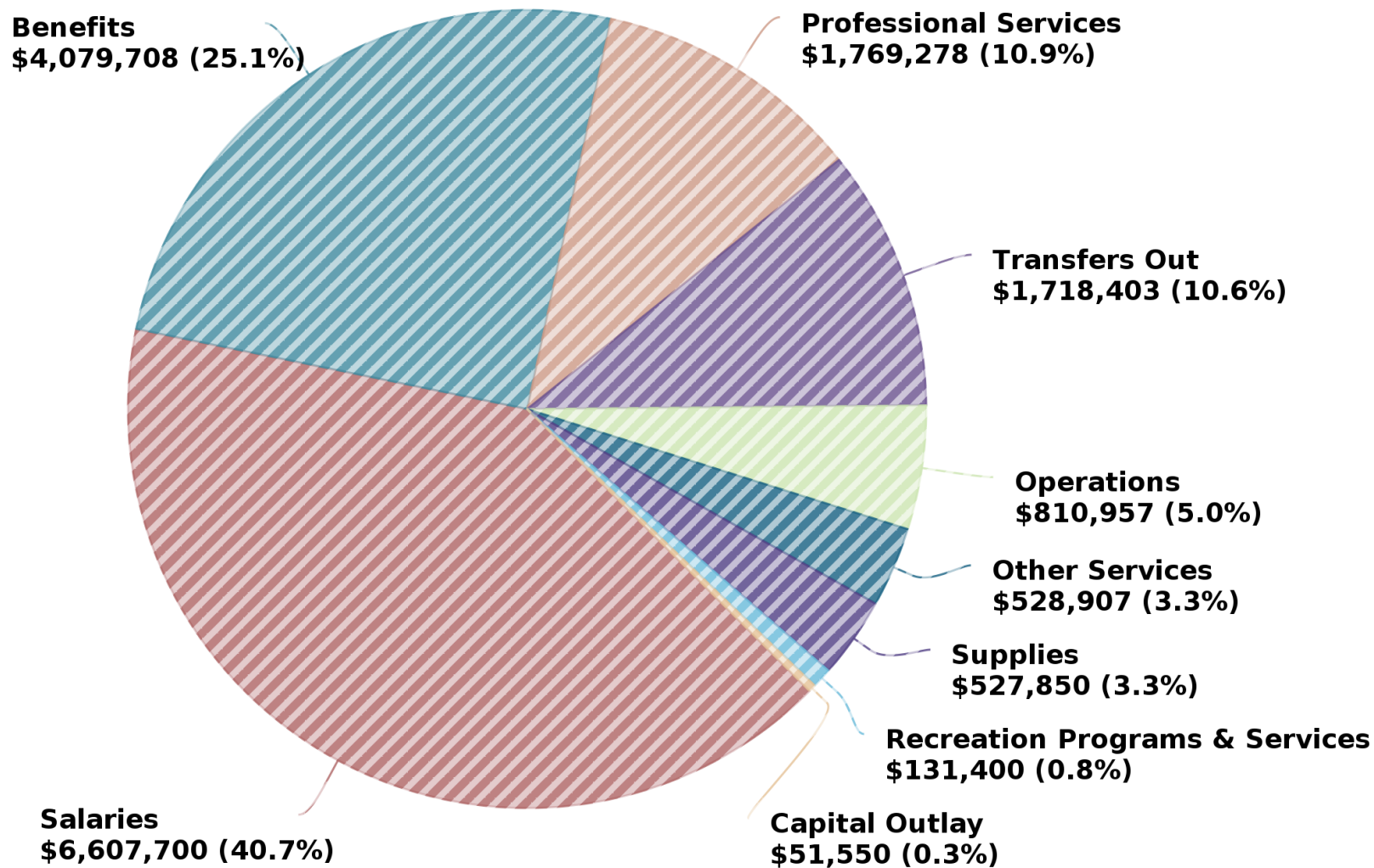
General Fund only  
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transfers.



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General Fund	Amount	%
06/30/17 Ending Fund Balance*	8,194,583	53.07%
less Unspendable	(2,806,045)	-18.17%
Liquid Fund Balance	5,388,538	34.90%
<u>Policy Requirements</u>		
5% Budget Stabilization Policy	811,288	5.00%
10% Shortfall Reserve Policy	1,622,575	10.00%
less Disaster Assistance Fund	972,561	6.30%
Minimum Fund Balance	3,406,424	22.06%
Net of Policy Minimum	1,982,115	12.84%
Recommended	3,245,151	20.00%
Very Health	4,056,438	25.00%

\*Per FY2016 Audit and FY2017 Mid-Year Amendment

# Capital Improvement Program

Description	FY16-17 Amended	FY17-18 Proposed	FY18-19	FY19-20	FY20-21	FY21-22
ADA - Traffic, Trans Projects	416,280	265,620	154,500	159,908	165,504	171,297
Mary Sears Park	15,000	-	-	-	-	-
<b>SUBTOTAL Accessibility</b>	<b>431,280</b>	<b>\$265,620</b>	<b>\$154,500</b>	<b>\$159,908</b>	<b>\$165,504</b>	<b>\$171,297</b>
General Plan Update	175,000	250,000	250,000	75,000	-	-
<b>SUBTOTAL Studies</b>	<b>\$175,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$75,000</b>	<b>-</b>	<b>-</b>

ADA - Traffic, Trans Projects: Priority 1 projects agreed to in settlement of litigation - primarily curb ramps and driveway approaches adjacent to roadway segments or new construction that occurred since 1992.

# Capital Improvement Program (cont'd)

Description	FY16-17 Amended	FY17-18 Proposed	FY18-19	FY19-20	FY20-21	FY21-22
City Cascais Sister City Calçadas Project	50,000		To be funded through donations			
City Hall Meeting Room	-	-	260,000			
Turney St. Gangway	64,500	-	-	-	-	-
City Civic Center Landscape Beautification - Design	55,000	-	-	-	-	-
City Civic Center Landscape Beautification - Construction & Contingency	-	100,000	100,000	100,000	100,000	-
City Hall Waterproofing & Painting	20,000	65,000			500,000	
Corp Yard Facilities	10,000					
ADA Buildings and Waterfront	-	-				

# Capital Improvement Program (cont'd)

Description	FY16-17 Amended	FY17-18 Proposed	FY18-19	FY19-20	FY20-21	FY21-22
MLK Facilities Improvements (CoP)	3,000,000					
Wave Attenuator	10,000					
<b>SUBTOTAL Buildings &amp; Waterfront</b>	<b>3,209,500</b>	<b>\$165,000</b>	<b>\$360,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$500,000</b>

Wave Attenuator: Project to design and develop grant funding for a living shoreline feature off Dunphy Park to protect Dunphy, Cruising Club, Cass-Gidley Galilee and Schoonmaker Marina from large amplitude winter waves.

# Capital Improvement Program (cont'd)

Description	FY16-17 Amended	FY17-18 Proposed	FY18-19	FY19-20	FY20-21	FY21-22
License Plate Readers	125,000	-	-	-	-	-
IT Strategic Plan Infrastructure	150,000	25,000	25,000	25,000	25,000	25,000
Permitting Tracking Software	200,000	-				
Website Updates	65,000					
Document Management Updates	25,000	-				
IT Help Desk Upgrade/ Replacement		10,000				
Financial System Update		25,000				
Recreation Registration				75,000		
Police Online Alarm System				30,000		

# Capital Improvement Program (continued)

Description	FY16-17 Amended	FY17-18 Proposed	FY18-19	FY19-20	FY20-21	FY21-22
DPW Asset Management System					20,000	
Police Crime Reporting System						84,000
CRM Software						72,000
GIS Implementation Plan, Software		15,000				
<b>SUBTOTAL Information Technology</b>	<b>565,000</b>	<b>\$118,000</b>	<b>\$25,000</b>	<b>\$130,000</b>	<b>\$45,000</b>	<b>\$181,000</b>



# Capital Improvement Program (cont'd)

Description	FY16-17 Adopted	FY17-18 Proposed	FY18-19	FY19-20	FY20-21	FY21-22
Vina Del Mar Plaza Improvements		42,000				
Small Park Improvements			25,000	25,000	25,000	25,000
Cypress Ridge Vegetation Removal	-	20,000	-	20,000	-	20,000
Southview Park - Design	265,400 <del>115,000</del>				Anticipated amount	
Southview Park - Construction & Contingency		517,500	367,100 <del>517,500</del>			
Dunphy Park - Design	260,000 <del>185,533</del>					
Dunphy Park - Construction & Contingency	1,250,000	345,333 <del>419,800</del>				
<b>SUBTOTAL Parks</b>	<b>\$1,550,533</b>	<b>\$999,300</b>	<b>\$542,500</b>	<b>\$45,000</b>	<b>\$25,000</b>	<b>\$45,000</b>

# Capital Improvement Program (cont'd)

Description	FY16-17 Adopted	FY17-18 Proposed	FY18-19	FY19-20	FY20-21	FY21-22
Priority Stormwater Project Marinship	50,000					
Storm Drain Replacement (in ROW)	28,500	50,000	50,000	50,000	50,000	50,000
Shoreline Rip Rap Replacement	20,000	20,000	20,000	20,000	20,000	20,000
Dunphy Park Storm Drain (Tidelands Fund)	150,000					
Storm Drain Master Plan	240,000					
Annual Storm Drain CIP		-	400,000	400,000	400,000	400,000
Coloma SD Outfall	-	15,000				
<b>SUBTOTAL Storm Drain</b>	<b>\$ 488,500</b>	<b>\$ 85,000</b>	<b>\$ 470,000</b>	<b>\$ 470,000</b>	<b>\$ 470,000</b>	<b>\$ 470,000</b>

# Capital Improvement Program (cont'd)

Description	FY16-17 Amended	FY17-18 Proposed	FY18-19	FY19-20	FY20-21
Caledonia Streetscape	15,000	10,000			
Bridgeway Medians Trees- Maintenance	40,000	40,000			
Bridgeway Medians Trees- Plan Design			17,500		
Bridgeway Medians Trees- Construction & Contingency			7,500	75,000	75,000
<b>SUBTOTAL Right of Way (ROW)</b>	<b>\$55,000</b>	<b>\$50,000</b>	<b>\$25,000</b>	<b>\$75,000</b>	<b>\$75,000</b>
Sidewalk Repair Program	10,000	10,000	10,000	10,000	10,000
Stairs Program (Stairs Fund)					
<b>SUBTOTAL Sidewalks, Plans, Boardwalks</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>

# Capital Improvement Program (cont'd)

Description	FY16-17 Adopted	FY17-18 Proposed	FY18-19 Proposed	FY19-20 Proposed	FY20-21 Proposed	FY21-22 Proposed
Street Repair Program	325,000	325,000	425,000	425,000	425,000	425,000
Roadway Base Repair/Patching	120,000	100,000	120,000	120,000	120,000	120,000
Striping Maintenance (Contract)	28,500	28,500	28,500	28,500	28,500	28,500
Traffic Signal Upgrades	50,000	25,000	25,000			
Safe Routes to Schools (grant A)	204,000					
Gate 6 Road Signal Mods	Grant					
Concrete Streets	300,000	250,000	250,000	250,000	250,000	250,000
Flashing Crosswalk Indicator	Completed					

# Capital Improvement Program (cont'd)

Description	FY16-17 Adopted	FY17-18 Proposed	FY18-19	FY19-20	FY20-21	FY21-22
South City Limits to Richardson Planning (Grant)- Design	To be funded through grants		500,000	100,000		
South City Limits to Richardson Planning (Grant)- Construction*	To be funded through grants			3,400,000	2,000,000	
<b>SUBTOTAL Transportation</b>	<b>\$1,027,500</b>	<b>\$848,500</b>	<b>\$1,398,500</b>	<b>\$4,273,500</b>	<b>\$2,823,500</b>	<b>\$823,500</b>

\* Depends on scope of work and grant funds available.

# Capital Improvement Program (cont'd)

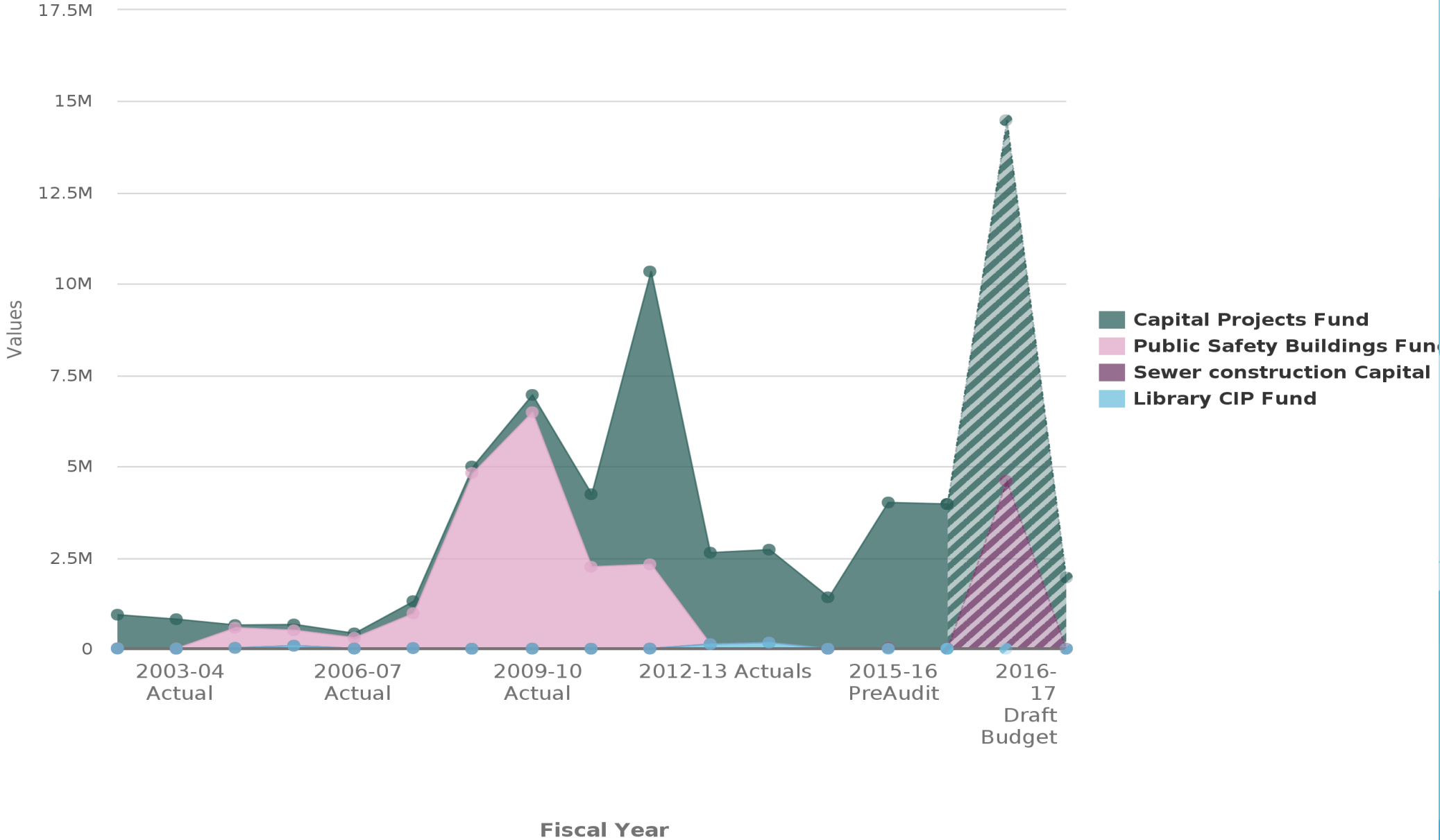
Sewer Capital Fund Description	FY16-17 Amended	FY17-18 Proposed	FY18-19	FY19-20	FY20-21	FY21-22
Urgent 1 Project		-	-	-	-	-
Gate 5 Road	\$2,450,000					
Beach Street					2,000,000	
Nevada Street	\$90,000					
Santa Rosa Avenue						
Bridgeway @ Ebbtide						
Humboldt Avenue Pavement Repairs (with Streets and TFCA Grant Funding)**						
Unplanned Projects	\$500,000					

# Supplemental Capital Items

- ▶ Replacement of the HVAC serving the IT Server Room will be made from operating funds.
- ▶ Applications are being made to FEMA for grants to fund repairs related to 2017 storm damage. Additional information will be brought forward as soon as available.

# Sausalito Annual w/ Proposed Budget - Funds

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# Capital Projects to Carry Forward

- ▶ Southview Park
- ▶ Dunphy Park incl. Storm Drain
- ▶ Martin Luther King, Jr. Complex (MLK)
- ▶ General Plan Update
- ▶ Gate 6 Intersection
- ▶ Safe Pathways
- ▶ Streets (FY2016-17)
- ▶ Sewer Urgent Repairs
- ▶ Gate 5 Sewer

# Next Steps

- ▶ Feedback
- ▶ Questions and/or additional information needed
- ▶ Finance Committee Final Review 06/09/17
- ▶ Adoption by City Council 06/20/17
- ▶ Happy New Fiscal Year 07/01/2017
- ▶ Strategic Planning kicks off 09/2017