



CITY OF VACAVILLE
— CALIFORNIA —
FISCAL YEAR 2024-25

*Operating Budget and
Capital Improvement Program*





City of Vacaville, California

Fiscal Year 2024-25

Operating Budget & Capital Improvement Program

JOHN CARLI, Mayor

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ROY STOCKTON, Councilmember-District 1

MICHAEL SILVA, Councilmember-District 3

SARAH CHAPMAN, Councilmember-District 4

JASON ROBERTS, **Councilmember**-District 5

JEANETTE WYLIE, Councilmember-District 6

Jay Yerkes, City Treasurer

Michelle Thornbrugh, City Clerk

Aaron Busch, City Manager

Melinda Stewart, City Attorney

GeorgeAnne MeggersSmith, Assistant City Manager

Don Burrus, Director of Economic Development

Ken Matsumiya, Director of Finance

Jessica Bowes, Director of Human Resources

Erin Morris, Director of Community Development

Brian McLean, Director of Public Works

Justen Cole, Director of Utilities

Emily Cantu, Director of Housing & Community Services

Ian Schmutzler, Police Chief

Kris Concepcion, Fire Chief

GeorgeAnne MeggersSmith, Interim Director of Parks and Recreation



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RESOLUTION NO. 2024-060

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VACAVILLE ADOPTING THE CITY OF VACAVILLE OPERATING BUDGET FOR FISCAL YEAR 2024-25

WHEREAS, the City Manager has submitted to the City Council an Operating Budget for the City of Vacaville with net appropriations (excluding operations of the Successor Agency of the City of Vacaville) in the amount of \$292,743,340 for Fiscal Year 2024-25; and

WHEREAS, the approval and adoption of the Operating Budget is necessary and in the best interest of the efficient administration of the City of Vacaville.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Vacaville that the Operating Budget in the amount of \$292,743,340 for Fiscal Year 2024-25 is approved and ratified in all particulars, and is adopted as the official Operating Budget for the City of Vacaville.

I HEREBY CERTIFY that the foregoing resolution was introduced and passed at a meeting of the City Council of the City of Vacaville, held on the 25th day of June 2024, by the following vote:

AYES: Councilmembers Stockton, Chapman, Roberts, Wylie, Vice Mayor Ritchie, and Mayor Carli

NOES: None

ABSENT: Councilmember Silva

ATTEST:


Michelle A. Thornbrugh, City Clerk

RESOLUTION NO. SA 2024-01

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VACAVILLE, ACTING IN ITS CAPACITY AS GOVERNING BOARD OF THE SUCCESSOR AGENCY TO THE FORMER REDEVELOPMENT AGENCY, ADOPTING THE CITY OF VACAVILLE SUCCESSOR AGENCY OPERATING BUDGET FOR FISCAL YEAR 2024-25

WHEREAS, the City Manager has submitted to the City Council an Operating Budget for the City of Vacaville Successor Agency with net appropriations in the amount of \$6,628,497 for Fiscal Year 2024-25; and

WHEREAS, the approval and adoption of the Operating Budget is necessary and in the best interest of the efficient administration of the City of Vacaville Successor Agency.

NOW, THEREFORE, BE IT RESOLVED, by the City of Vacaville Successor Agency that the Operating Budget \$6,628,497 for Fiscal Year 2024-25 is approved and ratified in all particulars, and is adopted as the official Operating Budget for the City of Vacaville Successor Agency.

I HEREBY CERTIFY that the foregoing resolution was introduced and passed at a meeting of the City Council of the City of Vacaville, held on the 25th day of June 2024, by the following vote:

AYES: Councilmembers Stockton, Chapman, Roberts, Wylie, Vice Mayor Ritchie, and Mayor Carli

NOES: None

ABSENT: Councilmember Silva

ATTEST:


Michelle A. Thornbrugh
Successor Agency Secretary

RESOLUTION NO. 2024-061

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VACAVILLE
ADOPTING THE FISCAL YEAR 2024-25 CITY OF VACAVILLE CAPITAL IMPROVEMENT
PROGRAM BUDGET FOR \$30,942,833; AND FINDING IT CONSISTENT WITH THE
CAPITAL IMPROVEMENT PROGRAM, GENERAL PLAN AND ENVIRONMENTAL
CONSIDERATIONS REPORT**

WHEREAS, the City Manager of the City of Vacaville has submitted to the City Council a final Capital Improvement Program Budget for Fiscal Year 2024-25 in the amount of \$30,942,833; and

WHEREAS, the approval and adoption of the Capital Improvement Program Budget is necessary and in the best interest of the efficient administration of the City government of the City of Vacaville; and

WHEREAS, based upon the recommendation of the Planning Commission of the City of Vacaville at their May 21, 2024 meeting, the City Council has determined that the 2024-25 Capital Improvement Program is consistent with the Vacaville General Plan.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Vacaville that the final Capital Improvement Program Budget of the City of Vacaville for the Fiscal Year 2024-25 in the sum of \$30,942,833, is approved and ratified in all particulars, and is adopted as the official Capital Improvement Program Budget of the City of Vacaville for Fiscal Year 2024-25.

BE IT FURTHER RESOLVED by the City Council of the City of Vacaville finds that the 2024-25 Capital Improvement Program is consistent with the General Plan.


I HEREBY CERTIFY that the foregoing resolution was introduced and passed at a regular meeting of the City Council of the City of Vacaville, held on the 25th day of June 2024, by the following vote:

AYES: Councilmembers Stockton, Chapman, Roberts, Wylie, Vice Mayor Ritchie, and Mayor Carli

NOES: None

ABSENT: Councilmember Silva

ATTEST:


Michelle A. Thornbrugh, City Clerk

RESOLUTION NO. 2024-062

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VACAVILLE APPROVING THE
CURRENT PAY SCHEDULE PER GOVERNMENT CODE SECTION 20636**

WHEREAS, Government Code Section 20636 requires that pay rates reported to the California Public Employees Retirement System (CalPERS) are pursuant to a publicly available pay schedule and California Code of Regulations Section 570.5 limits pay rates to the amount listed on a pay schedule that meets all of the enumerated requirements.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Vacaville hereby approves the pay schedule per Government Code Section 20636.

I HEREBY CERTIFY that the foregoing resolution was introduced and passed at a meeting of the City Council of the City of Vacaville, held on the 25th day of June 2024, by the following vote:

AYES: Councilmembers Stockton, Chapman, Roberts, Wylie, Vice Mayor
Ritchie, and Mayor Carli

NOES: None

ABSENT: Councilmember Silva

ATTEST:


Michelle A. Thornbrugh, City Clerk

City Manager's Budget Message



EXECUTIVE OVERVIEW

Fiscal Summary

It's been four years since the city prepared its first budget faced with the fiscal uncertainty of the COVID-19 pandemic with the worst of the fiscal impacts behind us. While there were economic swings along the way, the City was fortunate in having revenue streams recover and grow much faster than anticipated. This allows us to be in the financial position to reinvest in increasing staffing and programs to address community needs and support the Council's priority initiatives. Despite moving beyond the pandemic's uncertainty, the City now grapples with fresh challenges due to mixed economic signals, which complicate predictions for the economic outlook. Although the rate of inflation has decreased since its peak in 2022, it still exceeds the Federal Reserve's policy goal. This ongoing inflationary pressure is likely to contribute to more uncertainty in the coming year. In addition, we recognize that geopolitical events, including Russia's invasion of Ukraine, the war between Israel and Hamas, and tension between the U.S. and China, continue to echo globally. These events have significant economic implications, such as supply-chain disruptions, energy price increases, market volatility, and a potential dampening effect on consumer confidence. As demands on our resources continue to increase, we must thoughtfully and deliberately grow to meet them while remaining fiscally responsible. This is why the approach taken with the budget this year was for departments to limit their budget augmentation requests to those essential for operations and needed to be implemented at the start of the new fiscal year though the need for additional funding (technology and fleet replacement, capital improvement projects, etc.) was greater. I am confident that the proposed budget achieves these goals and demonstrates prudent, fiscally sound investments. It ensures the effective, efficient, and safe delivery of all our City's programs and services.

Fiscal Trends: Forecasting and Reserves

The City budgets and forecasts conservatively to maintain the level of services delivered to our residents and businesses while strategically expanding services as growth and demand warrant. While preparing the budget and forecasting, we worked with an outside consultant, HDL Companies, to validate the assumptions used in our forecasting scenario. With the information provided by HDL, combined with internal staff analysis, the

City Manager's Budget Message

General Fund Reserve is projected to end the upcoming fiscal year, FY 2024/25, at \$48 million or 34% of expenditures, well above the City's policy level. The General Fund Reserve is the portion of General Fund resources including Measure M that has not been committed or assigned by Council for any specific purpose.

The City's General Fund Reserve policy states the City shall strive to maintain a General Fund operating reserve in the range of two months (16%) to three months (25%) of General Fund operating expenditures, with the target being 20% of General Fund expenditures. While the City anticipates ongoing expenses to exceed revenues primarily due to the slowing of revenues compared to the revenue growth we've seen over the last several years, the City has substantial General Fund reserves above policy levels to balance the proposed FY 2024-25 budget while continuing to monitor revenue trends. The City's careful reserve management during strong economic periods allows for a cautious and strategic approach to addressing the funding gap should revenues not improve above projections during the upcoming fiscal year.

The use of reserves to balance the budget is unfamiliar territory and a situation the City has not faced in a number of years. Given this challenge, it was important to have thoughtful discussion, consideration, and consensus on the City's approach to addressing the budget for the upcoming year. During the May 14, 2024, Council meeting, staff presented two options to the Council: Option One) use excess reserves to balance the FY 2024/25 General Fund budget and defer addressing any projected funding gap until FY 2025/26 or Option Two) reduce the proposed upcoming fiscal year budget to balance ongoing revenues and expenses. With substantial reserves in place, staff recommended, and the Council affirmed option one. This approach allows continued monitoring of revenue trends and a careful response during economic uncertainty. If projected revenues fail to increase and ongoing expenses exceed revenues in the upcoming fiscal year, the funding gap will be addressed in the FY 2025-26 budget as deficit spending and continued reliance on reserves to support City operations is not fiscally sustainable.

In preparing the budget forecast, the following assumptions were made:

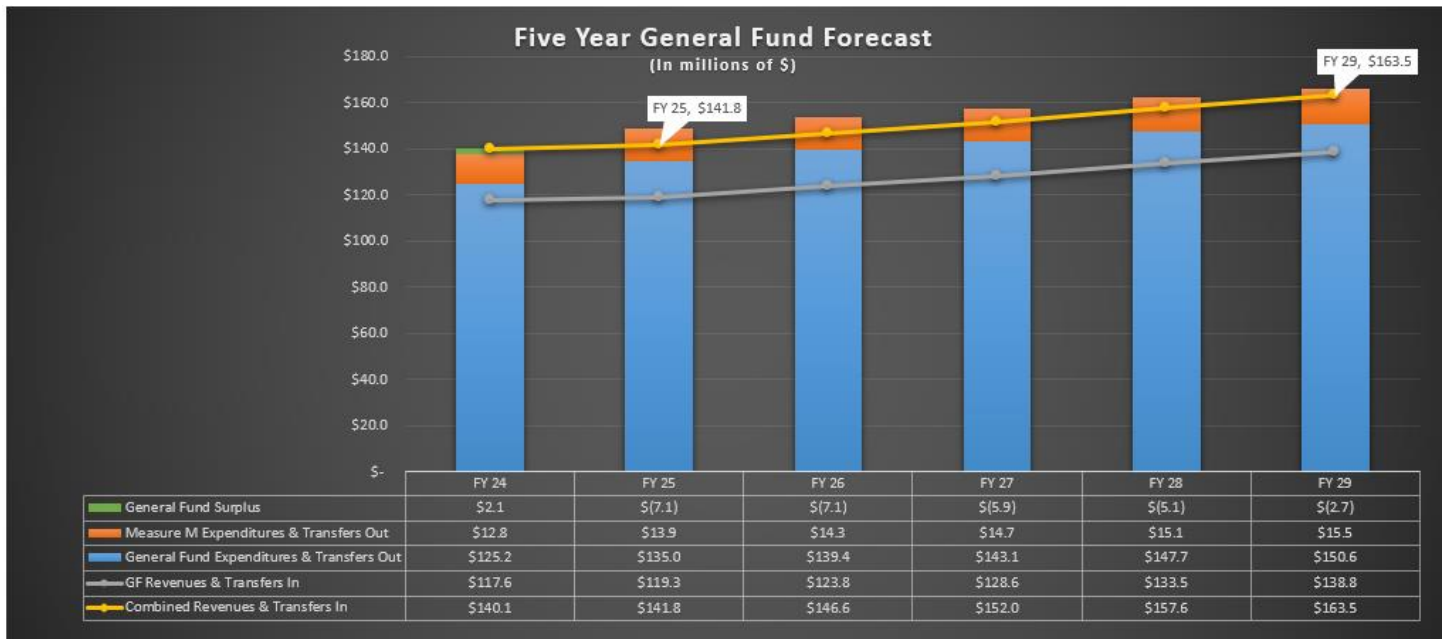
Revenues:

- Sales tax revenue relatively flat in FY 2024/25 due to continued economic uncertainty; with 3% growth in outside fiscal years.
- Property tax category will be flat in FY2024/25 due to declining real estate values from the rapid rise in borrowing costs (interest rates); 4% annual growth in outside years.
- The City's hotel tax, Transient Occupancy Tax, projection has also been decreased based on current year revenue trends.
- Assumes Lagoon Valley funding for fire station staffing starts in FY 2024/25
- Overall, General Fund revenue growth in FY 2024/25 is 1.3% and then increases to a more moderate 3.6% growth in future fiscal years.

Expenditures:

- 2% annual personnel cost growth assumption; 5% vacancy rate in FY 2024/25 due to competitive labor market.
- PERS pension investment earnings assumed at 5.8% for FY 2022/23 resulting in higher contribution amounts in future years.
- Full funding of annual OPEB Actuarially Determined Contribution (ADC).
- 2.6% services & supplies budget increase for FY 2024/25 due to inflation and rising costs; 2.5% in outside years.
- Pausing the annual \$2.2 million contribution towards additional discretionary payments (ADP) towards CalPERS pension liability to save on long-term interest costs and accelerate the reduction of unfunded liability until deficit spending is resolved.
- General Fund funding for capital improvement projects is to be paid from reserve.

City Manager's Budget Message



Council Priorities – Strategic Plan Initiatives

The City Council's Strategic Plan is another important element used for budget preparation. Strategic Plan details are included in the budget document and will continue to help direct the staff through 2026. Continuing the initiatives highlighted in the most recent strategy session, progress on the Fire Department's standards of coverage report, flood control, energy sustainability, biotech and advanced manufacturing, Safe Routes to Schools, the City's growth areas, and enhancing community engagement continue to be made and remain top priorities. Staff will continue to bring these items back to Council for discussion and direction in the upcoming year.

Measure M

In preparation for the development of the FY 2024/25 budget, a Measure M allocation discussion was presented on May 14, 2024, prior to the start of the budget study sessions. The meeting was used to provide an update on the General Fund forecast as well as receive Council direction on the use of fund reserves to balance the FY 2024/25 budget along with the possible reallocation of Measure M Funds towards either priority projects or to place back into the fund reserve. During this meeting, the Council was presented with various projects to prioritize so staff can begin to strategically plan not just for the FY 2024/25 budget but future years as well as these projects will require funding that hasn't been currently identified. These projects are as follows:

- New Multi-Purpose Recreation Center
- Fire Station Expansion
- Flood Control
- Safe Routes to School
- Brown Street Park & Community Center
- Northeast Growth Area
- Final Neighborhood District Parks Improvements: Sierra Vista Park and Alamo Creek Park

Furthermore, staff also presented the option to Council to either reallocate a total of \$8.4 million in currently underfunded CIP projects for the Grass Field Complex (\$5.4 Million) and Station #72 Relocation (\$3 Million) or to defund the projects and return the funds to the Fund Reserve. While there is still further discussion needed on the prioritization of the projects, the Council provided direction regarding the two Measure M projects totaling

City Manager's Budget Message

\$8.4 million which was to defund the two projects and add the funds back to the fund reserve. This prudent action resulted in increasing the projected five-year General Fund forecast ending reserve in FY2024/25 from 28% to 34% and 5% to 11% in FY 2028/29.

For the upcoming fiscal year Measure M will continue to fund both ongoing and one-time programs with a focus on the highly successful pilot programs started during FY 2021/22 such as the neighborhood cleanup and youth scholarship programs. Additionally, the necessity of using Measure M funds not only for the quality-of-life amenities and public improvements we all enjoy but also to address the structural and foundational challenges that exist, such as adequate staffing levels and capital maintenance and replacement was also emphasized.

The following key programs and initiatives will continue to be funded through Measure M in the upcoming year:

- Year 3 of the Fire Department Firefighter Apprenticeship Program
- Funding for the final two Neighborhood District Parks: Sierra Vista Park and Alamo Creek Park
- Funding for enhanced services in the Police Department's Family Resources Center (FRC) and Youth Development sections with the Police Activities League (PAL).
- Maintenance at the Walter Graham Aquatic Center, Play-4-All park, traffic safety striping, and graphics
- Continuation of the existing pilot programs that started in FY 2021/22 (Equity, Diversity, & Inclusion Program, Neighborhood Cleanup Program, Council Benefit District Program, and the Youth Scholarship Program as well as the new Fireworks Prevention Program.

However, the \$2.2 Million additional discretionary payments towards the City's unfunded liability that was included in prior budget will be paused out of an abundance of caution as we project to enter deficit spending in the upcoming FY 2024/25 fiscal year.

Budget Augmentations

Given the economic uncertainty and budget constraints entering the upcoming fiscal year, departments were asked to prioritize essential operational budget requests needed to be implemented at the start of the new fiscal year though the need for additional funding (technology and fleet replacement, capital improvement projects, etc.) was greater. Each City department actively integrated budget needs with Strategic Plan Goals and Initiatives to produce a collaborative, strategic, and fiscally responsible budget for implementation. This approach resulted in recommended budget augmentations of \$2.3 million, slightly less than the \$2.6 million recommended in the FY 2023-24 budget. The charts below identify all the different department operating budget requests for the upcoming year, as well as the augmentations being recommended at this time.

To remain fiscally responsible, not all the department budget requests are being recommended at this time as shown in the unfunded requests chart. These unfunded items totaling just shy of \$1.3 million will continue to be tracked and further evaluated along with the City's finances prior to recommendation to the Council. The total recommended augmentations for the upcoming year for both personnel and services and supplies total \$2.3 million, slightly less than the \$2.6 million recommended with the FY 2023/24 budget. There are six full-time positions recommended for addition at this time, with one for a Community Service Officer where the funding from the California Board of State and Community Corrections (BSCC) grant related to the police department Real-Time Information Center (RTIC) will fund the position through FY 2026/27.

City Manager's Budget Message

FY 2024-2025 Budget Augmentation Requests-Recommended

Personnel Requests

FTE	Request	Funding	One-Time	On-Going	Total	Department
1	Street Manager	General	70,000	199,000	269,000	Public Works
-	USA Position Allocation Split	General	-	43,800	43,800	Public Works
1	Help Desk Supervisor	General	-	177,000	177,000	City Manager's Office - IT
1	Fire Prevention Supervisor	General	11,700	182,700	194,400	Fire
1	Senior Building Inspector	Other	-	67,200	67,200	Community Development
1	Housing Administrator	Other	-	186,000	186,000	Housing & Community Services
1	Community Services Officer (CSO) RTICC *	Other	-	-	-	Police
6	TOTAL FY25 PERSONNEL AUGMENTATIONS		\$ 81,700	\$ 855,700	\$ 937,400	

* Funding for this position was approved by Council on 11/14/2023

Services & Supplies

Request	Funding	One-Time	On-Going	Total	Department
Digital Crimes Unit - Software/Licenses/Lab	General	-	37,000	37,000	Police
SWRCB MS4 Permit Compliance	General	-	71,100	71,100	Public Works
Handtevy Software	General	9,200	6,200	15,400	Fire
DVBID	General	-	75,000	75,000	Economic Development
HAS	General	-	300,000	300,000	Non-Departmental
Public Safety Wellness	General	-	39,800	39,800	Human Resources
Tyler/Munis Software System	General	-	139,900	139,900	Finance/CMO/HR/Non-Dept'l
2024 Election	General	310,000	-	310,000	Non-Departmental
NorthEast Growth Area	General	375,000	-	375,000	Community Development
TOTAL FY25 SERVICES & SUPPLIES AUGMENTATIONS		\$ 694,200	\$ 669,000	\$ 1,363,200	
TOTAL FY25 RECOMMENDED AUGMENTATIONS		\$ 775,900	\$ 1,524,700	\$ 2,300,600	

FY25 Total **\$ 2,300,600**

FY 2024-2025 Budget Augmentation Unfunded Requests

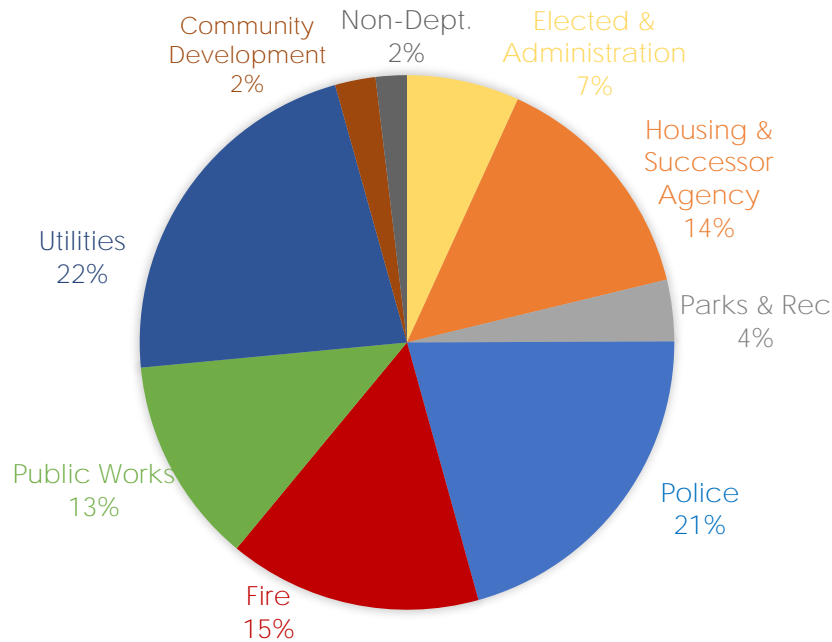
Personnel Requests and Services & Supplies

FTE	Request	Funding	One-Time	On-Going	Total	Department
1	Traffic Sign Technician	General	-	129,300	129,300	Public Works
1	Management Analyst	Other	-	150,000	150,000	Housing & Community Services
-	Training Sergeant - Reclass	General	55,000	50,000	105,000	Police
-	Dispatch Supervisor - Reclass	General	-	30,000	30,000	Police
	Lagoon Valley - Equipment	General	576,000	225,000	801,000	Fire
	Non-Full Time Media Support	General	-	40,000	40,000	City Manager's Office - PRM
2	TOTAL FY25 UNFUNDED AUGMENTATIONS		\$ 631,000	\$ 624,300	\$ 1,255,300	

City Manager's Budget Message

Budget Overview

The City Operating Budget for the coming year is \$292,743,340 of which \$157,593,123 is the General Fund portion. The proposed FY 2024/25 operating budget for the Successor Agency to wind down the activities of the former redevelopment agency is \$6,628,497 and the Capital Improvement Program budget totals \$30,942,833. A breakdown of the Operating Budget by department is illustrated in the following chart.



The proposed Operating Budget is a 6% increase from the FY 2023/24 adopted budget and incorporates the costs of the City's recently negotiated labor agreements, unavoidable costs due to inflation and other external factors, and the aforementioned budget augmentations to maintain service levels and address Council priorities. The proposed General Fund budget spending can be accomplished while keeping the General Fund Reserve well above the Council's financial policy level. The increase over the prior year's budget (6%) is less than what has been seen in prior years as the City took a cautious approach towards recommended budget augmentations for the upcoming year due to the continued uncertainty with the national economy. Overall, increases to the FY 2024/25 proposed operating budget compared to the FY 2024/25 adopted budget can be primarily attributed to several factors including the addition of 11 full-time positions during the current fiscal year (with nine for the Fire Department staffing necessary for the upcoming opening of Lagoon Valley) and the 6 recommended with this new fiscal year, approved labor agreements for a few of the City's bargaining groups, and unavoidable cost increases in most services and supplies categories due to the impacts of inflation.

General Fund

The City's General Fund budget reserve at the beginning of FY 2024/25 is projected to be \$58 million, a very healthy 43% reserve. Although revenue growth has slowed and expenses continue to rise, the City anticipates the General Fund to finish the current fiscal year with a slight surplus of \$2.1 million. For the upcoming fiscal year, General Fund revenue is anticipated to increase a very modest 1.3% over FY 2023/24 revenue results due to muted growth in the General Fund's two biggest revenue sources, sales tax (including Measure M) and property tax. While the City isn't projecting a recession, current data trends and forecasting models point towards a continuation of the slower revenue growth we've experienced in the current fiscal year.

The proposed FY 2024/25 budget assumes increases in pension and medical costs based on the City's most recent actuarial valuations and health cost trends. In the upcoming year, the City's budget will maintain funding

City Manager's Budget Message

for the Workers' Compensation program at the 80% confidence level, as recommended by an independent actuary. However, Due to a surge in claims, the annual contribution for the General Liability program has increased significantly. As a result, funding has been temporarily adjusted to the 75% confidence level for the upcoming fiscal year. This decision is part of our ongoing efforts to balance rising citywide costs during what has been described as the worst 'hard insurance market' since the mid-1980s. In a 'hard market,' premiums increase, insurance contract terms become less favorable for purchasers, and market capacity decreases. Public agencies in California face additional pressures due to rising jury awards, leading to substantial premium increases in both the general liability and property insurance programs over recent years. In addition, the City will pause the additional \$2.2 million in payments towards the City's unfunded liabilities to save on long-term interest costs until deficit spending is resolved. Like the FY 2023/24 budget, the impact of inflation and supply chain issues continue to negatively impact costs which need to be planned for in the operating budget. The upcoming budget will include a more typical inflationary factor of 2.6% than seen in the past few years to allow for the increased costs of services and supplies used throughout the City. Since we are continuing to experience cost increases much higher than this in certain indirect cost categories such as electricity, those indirect cost categories were evaluated independently and the recommended budget was increased more than the aforementioned 2.6%. The annual inflationary adjustment to services and supplies has historically ranged in the 2-3% range.

Proposed General Fund operating budget augmentations for the upcoming year total \$2.0 million and include three full-time positions in the General Fund. Included in these requested positions is an additional Streets Manager to fill the supervisory gap left with the streets section when the Public Works Superintendent of Infrastructure was eliminated during the reorganization of Field Utilities staff, an IT Help Desk Supervisor to provide much-needed supervision and oversight to the Help Desk team, a Fire Prevention Supervisor to oversee the division responsible for conducting inspections and overseeing compliance for all new developments within the city as the City continues to expand.

Based on revenue projections, the General Fund Reserve will remain above the reserve policy level at \$48 million or 34% of expenditures at the end of FY 2024/25.

Utilities

Utilities include water and wastewater services provided to Vacaville residents and businesses. The primary source of revenue for these operations is the rates paid by customers.

Last year the Field Utilities staff faced a significant change due to updated regulations by the State Water Resources Control Board in December 2022. These regulations mandated that sewer staff report to the Legally Responsible Official (LRO) within the utility agency. As a result, the Field Utilities section, previously part of the Public Works Department, transitioned to the Utilities Department. This organizational shift led to the transfer of 22 full-time staff from Public Works Maintenance to the Utilities Department. The impact of this change continues to be felt as the organization adapts to the new structure and responsibilities.

As mentioned in previous budgets, The Utilities funds will face significant challenges in the upcoming years as the costs of raw water, energy, chemicals, and operating expenses continue to rise. The Water operation is exploring the conversion of our metering system to Advanced Metering Infrastructure (AMI) which will significantly improve fiscal management and service delivery but requires replacement of 30,000 water meters at a potential cost of approximately \$27 million. The anticipated Chromium 6 treatment of the City's wells to meet statutory requirements will also carry a significant price tag. To plan for and address these upcoming challenges, a utilities service rate study is underway to assess, evaluate, and recommend options and measures to ensure the fiscal sustainability of the Utilities operation. It has been several years (2020) since a rate increase was applied to the City's utility rates and without an increase in revenues, the Water operation is projected to fully deplete its operating reserve by FY 2025/26.

City Manager's Budget Message

Successor Agency and Housing & Community Services

Successor Agency activities reflect the continued mandated wind down of former Redevelopment Agency activities. In the upcoming fiscal year, the Successor Agency will continue funding all recognized obligations of the former Redevelopment Agency.

The Department of Housing & Community Services will continue to provide programs and activities to address state and federally funded housing services including providing Housing Choice Voucher rental subsidy on behalf of approximately 1,000 very-low income Vacaville households and 200 very-low income households under the Solano County program each month. Developing affordable housing to meet the Regional Housing Needs Allocation in the General Plan Housing Element continues to be a priority. Special Projects for the upcoming year include exploring the fiscal feasibility of developing a new park and community center on Brown Street as well as sponsoring the Mariposa Neighborhood Center Building Improvements, small dog park, and playground development.

Capital Improvement Program

The proposed CIP budget is \$30,942,833. This includes \$1.4 million in funding for 7 new CIP projects and \$29.5 million in allocations to existing projects. Highlighted projects include funding for Browns Valley Parkway Widening, Ulatis Creek Bike Path Extension, and the last two Measure M district park projects (Sierra Vista Park and Alamo Creek Park).

Future Concerns

While the budget includes revenue growth, it is projected to be less than the robust growth the City has experienced in recent years. On the expense side, persistent inflationary pressures continue to affect service and supply costs. While these factors will create challenges for every agency in the near term, the City is well positioned to get through this period of economic uncertainty and remain fiscally sound. As mentioned in previous budget messages, the City like many of our counterparts is faced with the challenge of addressing unfunded liabilities, infrastructure maintenance costs, and service levels while maintaining enough funding to add the quality-of-life amenities our residents expect and deserve. However, the City's prudent reserve management during strong economic periods allows for a cautious and strategic approach to addressing the funding gap where some of our counterparts are faced with budgetary cuts in the upcoming fiscal year. Furthermore, the City continues to work on addressing its unfunded liabilities, which are comprised of pension and retiree healthcare as part of Strategic Initiative 4A: Ensure Fiscal Sustainability and has made significant progress in recent years. Additionally, the development of an adequate number and mix of housing options continues to be a challenge for the City as it is for other municipalities throughout the state and country. Over the last several years, the City has worked with numerous partners in the region to address the shortfall and will continue to do so in the years to come. Growth area planning for the East of Leisure Town Road Growth Area and Northeast Growth Area will be critical to these efforts and will result in a significant multi-year land use process requiring staff resources.

Looking Ahead

The City routinely analyzes the changing landscape, anticipating how it may impact our ability to deliver services. Although much remains out of our control, we have a good grasp on what we do control. Sound financial planning is at the core of our budget development efforts, which puts us in a position to weather storms and take advantage of opportunities that emerge. This proposed budget reflects thoughtful investment in staffing and programs that reflect community needs, support Council's priority initiatives, but remain fiscally prudent. As stated previously, Vacaville's tradition of conservative sound fiscal management has served the City well through the tough times including the pandemic. The partnership and support from the community on Measure M will allow the City to continue delivering on the quality-of-life amenities and services we all enjoy while tackling the structural and foundational challenges we can't ignore. We will continue to work in partnership to manage fiscal sustainability as we move forward during these uncertain times. Amidst uncertainty, preparation is our greatest asset.

The budget process is always time-consuming during normal circumstances and is even more challenging in times of economic uncertainty. The budget team worked collaboratively with all Department Heads, and it was a team effort that reflected the City's Core Values and incorporated the Strategic Plan Goals and Initiatives.

City Manager's Budget Message

I would like to thank the City Council for their support and direction during the preparation of this budget. I would also like to thank the budget team: Assistant Finance Director, Leslie Hoover, Budget Manager, John Collet, and Finance Director, Ken Matsumiya, as well as Management Analyst, Christa Groner, for their assistance in the budget process. Finally, thanks to the Department Heads and their staff, including staff in the Finance Department for their contributions.

Respectfully submitted,

A handwritten signature in blue ink that reads "Aaron M. Busch". The signature is written in a cursive, flowing style.

Aaron Busch
City Manager





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Vacaville
California**

For the Fiscal Year Beginning

July 01, 2023

Christopher P. Morrill

Executive Director





City Of Vacaville CORE VALUES

As members of the City of Vacaville organization, we pride ourselves on providing **excellence in customer service** and a “hometown” **sense of community** through our commitment to our core values of being:

RESPONSIVE

- ✓ Be receptive, willing to listen, and empathetic to all of your customers.
- ✓ Respond in a timely manner. Acknowledge requests even when you don't have the answer.
- ✓ Be solutions oriented, even if it takes going the extra mile.
- ✓ Be flexible. Think beyond “no” and propose alternatives.

INCLUSIVE

- ✓ Use collaboration, teams, and partnerships to achieve better solutions.
- ✓ Be open to others' views and ideas. Show respect to all participants in the process.
- ✓ Communicate regularly with stakeholders.
- ✓ Recognize contributions and celebrate accomplishments.

INNOVATIVE

- ✓ Create an environment for input.
- ✓ Encourage creativity and resourcefulness.
- ✓ Strive to consistently improve practices and procedures.
- ✓ Be open to new ideas and better ways of doing things.

ACCOUNTABLE

- ✓ Keep commitments and take responsibility for actions.
- ✓ Take ownership of problems; follow through until it is resolved.
- ✓ Do the right thing, even if it is more difficult.
- ✓ Be fiscally responsible and a good steward of the community's resources.





**City of Vacaville
Strategic Plan
FY 2021-2026**

April 21, 2021



Mission

Our mission is to understand and balance our citizens' needs, desires and resources to achieve the highest possible quality of life for the overall community through the provision of excellent services and pursuit of our vision.





Vision

The City of Vacaville organization is entrusted with broad responsibilities that have a profound impact on our citizens' health, safety and convenience and enjoyment. We carry out the organization's mission in a manner that promotes pride - among its residents in the high quality of life they enjoy and in their City organization for the contributions we make on their behalf.

We create this sense of pride by a commitment to:

- Excellence and innovation in customer service.
- Open and inclusive decision-making processes both internally and externally.
- Sustaining an organizational culture that values diversity, individual contributions, accountability, teamwork and a "can do" attitude.
- Promoting a community culture of diversity and inclusion along with the benefits of both a big and small town feel in a safe environment.

Strategic Plan Goals

Goal # 1

Ensure Public Safety

Goal # 2

Strengthen the Local Economy

Goal # 3

Protect Vacaville's Quality of Life

Goal # 4

Maintain Effective and Efficient Services

Goal # 5

Promote Community Engagement and Increased Equity and Inclusion



Strategic Goals

The Strategic Goals take the Mission and Vision statements and provide more specificity to them. If the goals are achieved it brings more life and meaning to the Mission and Vision. The Goals also provide the framework for choosing and prioritizing what strengths, weaknesses, opportunities and threats (that were identified through a SWOT analysis) should be addressed in this Strategic Plan.

We will use data, metrics and other indicators to better understand both our Strategic Plan Goals and our relative attainment of them.

Strategic Initiatives



Strategic Initiatives

Through the SWOT analysis, City Council chose eight strengths, weaknesses, opportunities and threats to address due to their impact to the City. These have become the Strategic Initiatives and are each linked to their corresponding Strategic Goal.

Goal 5 was added by City Council during the prioritization session and its Initiatives will evolve over time with City Council direction.

Goal 1 Ensure Public Safety

- Initiative 1A: Manage Changing Paradigm for Police
- Initiative 1B: Manage the increasing call volume for Fire and EMS

Goal 2 Strengthen the Local Economy

- Initiative 2A: Articulate a current Economic Development Program
- Initiative 2B: Manage Impacts from Growth

Goal 3 Protect Vacaville's Quality of Life

- Initiative 3A: Promote Housing for All

Goal 4 Maintain Effective and Efficient services

- Initiative 4A: Ensure Fiscal Sustainability
- Initiative 4B: Rebuild City Support Services – Information Technology, Finance, Human Resources, and Risk Management
- Initiative 4C: Build a Positive Organizational Culture and Workforce

Goal 5 Promote Community Engagement and Increased Equity and Inclusion



Implementation Strategies & Prioritization

To carry out these priorities in a timely and efficient manner, a series of Implementation Strategies has been prepared for each initiative.

These Implementation Strategies have been created to serve as the Action Plan to achieve the eight Strategic Initiatives that implement the City Council's four overarching Strategic Goals.

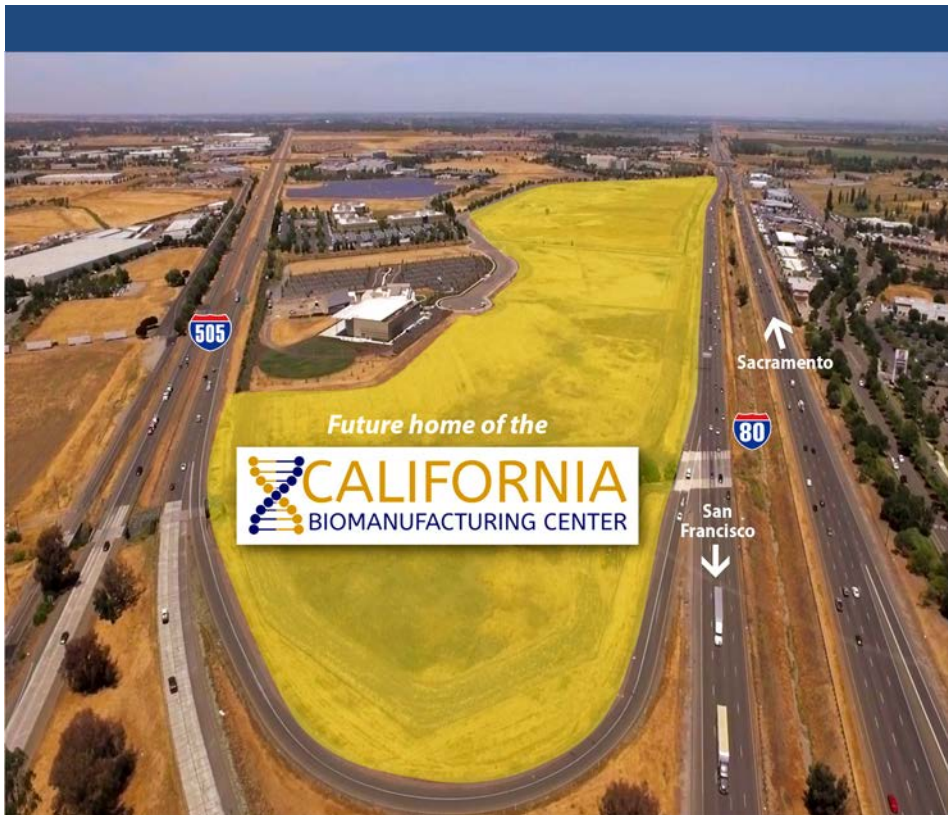
The Action Plan that will be developed for each Strategy will include: staff assignments, resources needed, funding parameters, and a schedule to ensure proper implementation.

On the following pages you'll find the Strategic Initiatives in order of City Council priority along with the associated Implementation Strategies, which have also been prioritized. As Goal 5 was added by City Council during the prioritization session, its Implementation Strategies have not been prioritized and will evolve over time with City Council direction.



Implementation Strategies

1. Implement COVID-19 Economic Recovery Strategy.
2. Invest in proactive Economic Development strategies that capitalize on the City's strengths.
 - ◇ Implement Biotech & Advanced Manufacturing Strategies.
3. Expand relationships with existing partnerships to help promote local workforce readiness and meet local business needs.
 - ◇ Travis AFB, Solano College, & County Workforce Development Board
4. Develop a citywide business incentive plan that fosters economic diversification (i.e. infrastructure investments, incubator programs and grow local entrepreneurs).
5. Create an efficient development approval process.



Priority #1

Initiative 2A

Articulate a current Economic Development Program

Goal # 2

Strengthen the Local Economy

Our businesses will grow locally through public/private partnerships, create local job growth to support livable wages and a greater tax base to fund services for Vacaville stakeholders.

Priority #2

Initiative 4A

Ensure Fiscal Sustainability

Goal # 4

Maintain Effective and Efficient Services

Within established fiscal constraints of the City, we provide effective and efficient services using outcomes and data as measures of the goal and the attainment of it.



Implementation Strategies

1. Continue to address long-term unfunded liabilities.
2. Continue to enhance the City's financial position and operations by identifying and implementing additional financial tools as well as adopting policies and procedures that promote efficiencies and effectiveness.
 - ◇ Develop strategies to address existing Landscape and Lighting District structural deficiencies.
 - ◇ Conduct a Water and Sewer Rate Study to ensure these Enterprise funds have sufficient revenue to cover future capital and operating costs.
3. Continue to expand upon best practices used for budget transparency.
 - ◇ Develop a long-range financial plan for Measure M
4. Pursue new and alternative revenue sources.
5. In the spirit of good stewardship, educate residents and other stakeholders on the financial and tax related concepts that affect the City.

Priority #3

Initiative 3A

Promote
Housing for All

Goal # 3

Protect
Vacaville's
Quality of Life

Promote and
protect
Vacaville's
quality of life as
viewed by
a diverse
population and
their respective
needs.



Implementation Strategies

1. Develop a comprehensive Housing Strategy that promotes multiple forms of rental and homeownership opportunities and removes barriers in order to provide all types of housing for our community.
2. Create new ways to generate additional affordable housing and preserve existing affordable housing.
3. In partnership with public agencies, non-profit, faith-based and other key stakeholders, develop and implement a comprehensive homelessness action plan that addresses sleeping in outdoor spaces, provides supportive services, and identifies strategies for permanent housing.

Priority #4

Initiative 4C

Build a Positive Organizational Culture and Workforce

Goal # 4

Maintain Effective and Efficient Services

Within established fiscal constraints of the City, we provide effective and efficient services using outcomes and data as measures of the goal and the attainment of it.



Implementation Strategies

1. Develop an innovation and efficiency plan that uses best practices.
2. Cultivate a progressive work culture that is responsive to customer service demands.
3. Explore best practices for integrated performance management and benchmarking into the City's work culture.
4. Promote a highly engaged workforce.
5. Potentially revisit City's current Core Values: Accountable, Inclusive, Innovative, Responsive



Priority #5

Initiative 2B

Manage
Impacts from
Growth

Goal # 2

Strengthen the Local Economy

Our businesses
will grow locally
through
public/private
partnerships,
create local job
growth to
support livable
wages and a
greater tax
base to fund
services for
Vacaville
stakeholders.

Implementation Strategies

1. Provide achievable funding mechanisms for planned development projects including:
 - ◇ Update City's Development Impact Fee
 - ◇ Conduct Community Facilities District and Landscape and Lighting District evaluations
2. Complete and implement City's Park and Recreation Master Plan.
 - ◇ Explore development of additional parks.
 - ◇ Examine neighborhood equity of parks and services.
3. Reinvest in aging infrastructure in downtown to help ensure the success of the Downtown Specific Plan.
4. Ensure the City has up to date infrastructure Master Plans (i.e. Water, Sewer, Roads, Drainage) for new growth areas.
 - ◇ Develop a new fiber-optic Master Plan.
5. Promote climate, sustainability and green energy.
6. Leverage the use or sale of City owned surplus property.

Priority #6

Initiative 1A

Manage
Changing
Paradigm for
Police

Goal # 1

Ensure Public Safety

Meet the
needs and
expectations of
all residents and
businesses and
integrate health
and public safety
into the fabric of
the Vacaville
Community.



Implementation Strategies

1. Develop and implement a Public Safety Strategic Plan
 - ◇ Evaluate current industry Best Practices and new legislation to ensure we're meeting community expectations.
 - ◇ Utilize public safety and quality of life key performance indicators to identify, analyze and report on new trends.
 - ◇ Explore new programs and methods to address the increased demand for mental health, homeless, and substance abuse services.
2. Prioritize community-based policing practices and identify areas for extended outreach and program development.
3. Pursue accreditation from the CALEA national program which promotes increased community advocacy and greater accountability within the agency.

Priority #7

Initiative 1B

Manage the increasing call volumes for Fire and EMS

Goal # 1

Ensure Public Safety

Meet the needs and expectations of all residents and businesses and integrate health and public safety into the fabric of the Vacaville Community



Implementation Strategies

1. Evaluate staffing models and facility demands to meet future public safety service delivery needs.
 - ◇ Increased calls for service.
 - ◇ Expand or move fire stations.
 - ◇ Potential impacts from future Biotech and master-planned development projects.
2. Consider opportunities to improve the City's emergency management, including targeted efforts in wildfire preparedness and response.

Priority #8

Initiative 4B

Rebuild City Support Services:

- IT & Finance
- Human Resources
- Risk Management

Goal # 4

Maintain Effective and Efficient Services

Within established fiscal constraints of the City, we provide effective and efficient services using outcomes and data as measures of the goal and the attainment of it.



Implementation Strategies

1. Implement the Technology Strategic Plan and Geographic Information Services Master Plan
 - ◇ Develop policies for increased cyber security.
2. Explore “Smart Cities” technology initiatives to address key community needs and interests.
3. Implement an Enterprise Risk Management program.
4. Continued implementation of the City’s new Enterprise Resource Planning (ERP) system.
 - ◇ Expand ERP for contract management
5. Build upon best practices for successful on-going employee retention and recruitment efforts that retain and attract high performance employees.
6. Develop and implement a Records Retention system.

Goal # 5

Promote Community Engagement and Increased Equity and Inclusion



Implementation Strategies

- Create and implement a comprehensive Community Engagement Plan to enhance public dialogue and trust between the Organization and the Community.
- Develop a comprehensive Communications Plan that includes a multi-lingual component.
- Explore the use of a Neighborhood Capacity-Building Strategy.
- Continue to develop and expand upon the efforts with the City's new Social Justice and Equity Focus Group.



City Council Members

Ron Rowlett
Mayor

Nolan Sullivan
Vice Mayor

Roy Stockton
District 1

Greg Ritchie
District 2

Michael Silva
District 3

Jason Roberts
District 5

Jeanette Wylie
District 6



Conclusion

This Strategic Plan is designed to guide the work and future of the City of Vacaville. It is intended to be a living document that articulates the organizational vision and mission of the City and establishes goals and initiatives as a guide for decision making.

The Strategic Plan will be used to prioritize future City budgets and the work programs of all City Departments to ensure a commitment to the completion of these goals and initiatives.

To keep Council and the community updated on the progress being made with the implementation of the Plan, City staff will report on the progress of the strategies at least three times per year in conjunction with planned budget updates during the year in February/March, June/July, and October/November.



Community Profile

The City of Vacaville is situated strategically between San Francisco and the state capital City of Sacramento along Interstate 80 at the intersection of Interstate 505 in Northern California's scenic golden hills of Solano County. Vacaville was incorporated in 1892 and has become a thriving destination for outdoor recreation, shopping, dining, events, biotech industry and more. Vacaville has a current population of 103,000.

Visitors have plenty to do while visiting Vacaville. This includes the Vacaville Premium Outlets which is home to dozens of well-known retailers such as 7 for All Mankind, Coach, Adidas, Nike, Hugo Boss, Michael Kors, Kate Spade, and Marc Jacobs. Presently, about seven million visitors are attracted to the facility every year from Germany, Italy, Japan, China, and other nations. The burgeoning Suisun Valley Rustic Wine Country provides local tasting opportunities and a 35-minute drive to Napa provides tremendous tourism for Vacaville.

In addition to its easily accessible central location, Vacaville offers the unique blend of a diverse economy, a skilled workforce, access to quality higher education, and vibrant quality of life that make it an ideal location to do business. The City of Vacaville has nurtured a robust talent pipeline and is proud of the partnership with the nationally recognized Solano College and their four-year baccalaureate biotechnology program and esteemed associates at University of California, Davis just 16 miles to the east. Additionally, the University of California, Berkeley is located 35 miles west. Vacaville's workforce is highly skilled to meet the qualifications for a variety of different job sectors, but especially the biotechnology industry.

Biotechnology and life sciences remain at the forefront of Vacaville's economy. The City's adopted Biotech/Life Science and Advanced Manufacturing Initiatives are part of the Economic Vitality Strategy for the City of Vacaville. Each initiative identifies goals and opportunities for the biotech/life sciences and advanced manufacturing industries in Vacaville. Presently, Vacaville is home to approximately ten life science companies including one of the largest biomanufacturing facilities in the world, formerly owned by Genentech and now owned by Lonza. Other pharmaceutical companies with headquarters in Vacaville include RXD Nova Pharmaceuticals, Polaris Pharmaceuticals and Synder Filtration, with new arrivals Agenus Bio, LG Chem, breaking ground soon.

In addition to biotech, Vacaville continues to gain traction with companies in the food processing, logistics, and advanced manufacturing industries. Thistle Health, a ready-to-eat food processing and packaging facility, recently began operating in Vacaville, and Amazon is preparing to open their third ecommerce facility. A driving force for these businesses moving to Vacaville is access, the affordability of land, availability of facilities, proximity to San Francisco, and high quality of life that exists in Vacaville.

Vacaville is also planning for tomorrow. The City's General Plan established two areas for future

planning and development: the East of Leisure Town Road (ELTR) Growth Area comprised of 1,317 acres with previously entitled residential and the Northeast Growth Area, comprised of 1,400 acres, with a vision for office, R&D, bio-manufacturing and industrial space.

The City of Vacaville understands the importance of providing quality housing options to residents. Planned communities just breaking ground and at various stages of development include Greentree, North Village and Lagoon Valley. Additionally, new workforce and market rate housing like Harbison Apartment Homes and Peabody Apartments provide options for everyone and are just a few examples of the City's commitment to providing more forms of diverse housing. New growth and ongoing public and private investment throughout the City, but particularly within the City's downtown specific plan boundary, including 700 Parc, and multiple infrastructure and place-making projects, provide residents and visitors with a great opportunity to experience Vacaville's "small-town" charm. Combined with Vacaville's vibrant community events like the Dia de los Muertos, Merriment on Main, and the Creekwalk Concert Series, along with Parks and Recreation programs, make Vacaville a wonderful place to live, work, and play.

City of Vacaville

Vacaville



Incorporation

August 9, 1892

Government

Vacaville is a charter city, operating under the council-manager form of municipal Government.

Location

402 miles north of Los Angeles, 55 miles northeast of San Francisco, and 34 miles southwest of Sacramento, the state capital.

County

Vacaville is the second largest city in Solano County

Area

Vacaville is 29.42 square miles.

Elevation

Vacaville sits 174 feet above sea level.

Administrative Staff

City Manager

Aaron Busch

City Clerk

Michelle Thornbrugh

Fire Chief

Kris Concepcion

City Attorney

Melinda Stewart

Community Development Director

Erin Morris

Human Resources Director

Jessica Bowes

Assistant City Manager

GeorgeAnne MeggersSmith

Housing & Community Services Director

Emily Cantu

Utilities Director

Justin Cole

Finance Director

Ken Matsumiya

Economic Development Director

Don Burrus

Police Chief

Ian Schmutzler

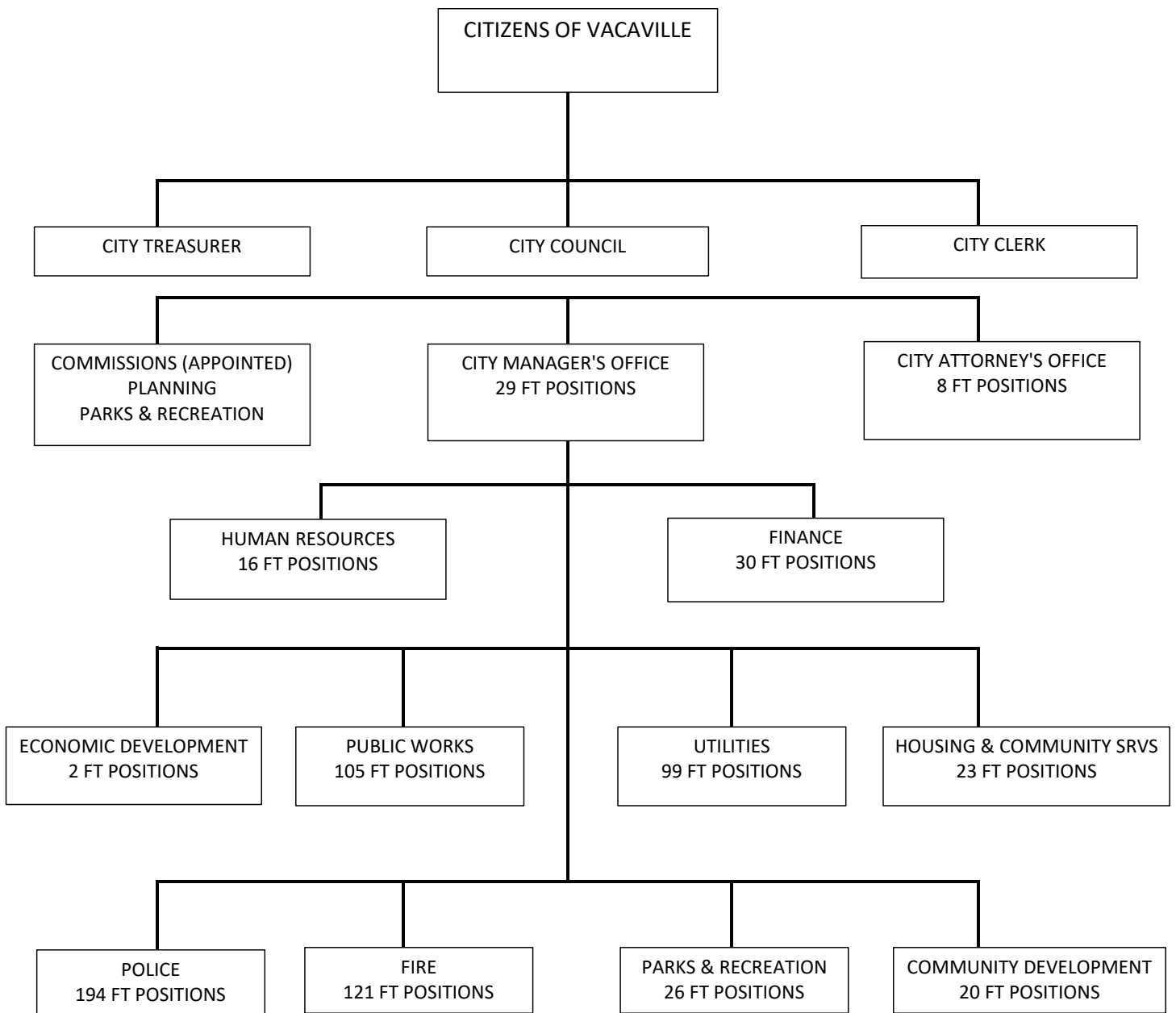
Public Works Director

Brian McLean

Parks & Recreation Director

Interim Director GeorgeAnne MeggersSmith





TOTAL FULLTIME POSITIONS 673



City of Vacaville
SUMMARY OF AUTHORIZED FULL TIME POSITIONS

	Amended 2022/23 Budgeted Full-Time	Amended 2023/24 Budgeted Full-Time	Adopted 2024/25 Budgeted Full-Time
CITY ATTORNEY'S OFFICE			
City Attorney	1	1	1
Assistant City Attorney	4	4	4
Paralegal	1	1	1
Management Analyst I/II	1	1	1
Executive Assistant*	1	0	0
Legal Services Manager	0	1	1
Total	8	8	8
<i>*Reclassified to Legal Services Manager</i>			
CITY MANAGER'S OFFICE			
City Manager	1	1	1
Assistant City Manager	1	1	1
Deputy City Clerk	1	1	1
Executive Assistant	1	1	1
Management Analyst I/II	2	2	2
Administrative Technician I/II	2	2	2
Program Manager	1	1	1
Public Relations Manager	1	1	1
Municipal Clerk Services Manager	1	1	1
Senior / Media Production Coordinator	2	2	2
<i>Subtotal:</i>	13	13	13
INFORMATION TECHNOLOGY DIVISION			
IT Division Manager	1	1	1
IT Help Desk Supervisor	0	0	1
Information Security Manager	1	1	1
IT Specialist	5	5	5
IT Operations Manager	0	1	1
GIS Manager	1	1	1
Network Services Administrator	1	1	1
Systems Administrator I/II	4	5	5
Senior Network Administrator	1	0	0
<i>Subtotal:</i>	14	15	16
Total City Manager's Office	27	28	29
COMMUNITY DEVELOPMENT DEPARTMENT			
Director of Community Development	1	1	1
Assistant Director of Community Development	1	1	1
Executive Assistant	1	1	1
Assistant/Associate Planner	3	3	3
Building Inspector	2	2	2
Building Inspector/Plans Examiner	1	1	1
Building Services Coordinator	1	1	1
Chief Building Official	1	1	1

	Amended 2022/23 Budgeted Full-Time	Amended 2023/24 Budgeted Full-Time	Adopted 2024/25 Budgeted Full-Time
COMMUNITY DEVELOPMENT DEPARTMENT Cont.			
Senior Planner	2	2	2
Management Analyst I/II	1	1	1
Permit Technician	2	2	2
Plan Check Engineer	0	1	1
Planning Manager	1	1	1
Planning Technician	1	1	1
Senior Building Inspector	0	0	1
Total	18	19	20
ECONOMIC DEVELOPMENT DEPARTMENT			
Director of Economic Development Services	1	1	1
Economic Development Manager	1	1	1
Total	2	2	2
FINANCE DEPARTMENT			
Director of Finance	1	1	1
Assistant Director of Finance	0	1	1
Executive Assistant*	1	0	0
Accountant I/II	2	2	2
Accounting Manager	1	1	1
Administrative Technician	0	1	1
Budget Manager	1	1	1
Budget Analyst	1	1	1
Buyer I/II**	1	0	0
Finance Assistant I/II	9	8	8
Finance Supervisor	3	3	3
Finance Technician	5	5	5
Management Analyst	1	2	2
Senior Accountant	1	1	1
Water Service Rep I/II	2	2	2
Water Service Coordinator	1	1	1
Total	30	30	30
<i>*Reclassified to Management Analyst/**Reclassified to Admin Technician</i>			
FIRE DEPARTMENT			
Fire Chief	1	1	1
Executive Assistant	1	1	1
Code Compliance Technician I/II	3	3	3
Fire Battalion Chief	5	5	5
Fire Captain	16	19	19
Fire Deputy Chief	1	1	1
Fire Engineer / Fire Engineer Paramedic	15	18	18
Firefighter / Firefighter Paramedic	60	63	63
Fire Marshal	1	1	1
Fire Plans Examiner/Inspector	1	1	1
Fire Prevention Specialist	2	2	2
Fire Prevention Supervisor	0	0	1
Fire Safety Coordinator I/II	1	1	1
Administrative Technician	1	1	1
Management Analyst I/II	1	1	1
Office Assistant I/II	1	1	1
Senior Code Compliance Technician	1	1	1
Total	111	120	121

	Amended 2022/23 Budgeted Full-Time	Amended 2023/24 Budgeted Full-Time	Adopted 2024/25 Budgeted Full-Time
HOUSING & COMMUNITY SERVICES DEPARTMENT			
Director of Housing & Community Services	1	1	1
Assistant Director of Housing & Community Services	1	1	1
Executive Assistant	1	1	1
Administrative Technician I/II	2	2	2
Management Analyst I/II	1	1	1
Office Assistant I/II	1	2	2
Housing Services Administrator	1	1	2
Housing/Redev Specialist I/II	6	6	6
Housing/Redev Technician I/II	8	7	7
Total	22	22	23
HUMAN RESOURCES DEPARTMENT			
Director of Human Resources	1	1	1
Executive Assistant	1	1	1
Employee Relations Manager	1	1	1
Employee Services Manager	1	1	1
Human Resources Analyst I/II*	4	3	3
Human Resources Technician I/II	6	6	6
Office Assistant I/II	1	1	1
Senior Human Resources Analyst	0	2	2
Total	15	16	16
<i>*Reclassified Sr. HR Analyst</i>			
PARKS AND RECREATION DEPARTMENT			
Director of Parks and Recreation	1	1	1
Executive Assistant	1	1	1
Administrative Technician I/II	3	3	3
Facilities Maintenance Coordinator	3	3	3
Management Analyst I/II	1	1	1
Office Assistant I/II	2	2	2
Senior/Associate Park Planner	2	2	2
Recreation Coordinator	7	7	7
Recreation Manager	2	2	2
Recreation Supervisor	4	4	4
Total	26	26	26
POLICE DEPARTMENT			
Chief of Police	1	1	1
Executive Assistant	1	1	1
Administrative Technician I/II	4	4	4
Clinical Services Administrator	1	1	1
Communications Manager	1	1	1
Communications Supervisor	4	4	4
Community Policing Outreach Specialist	1	1	1
Community Services Officer I/II/III	10	10	11
Crime Analyst	1	1	1
Crime Analysis Technician	1	1	1
Dispatcher	19	19	19
Evidence Technician I/II	2	2	2
Family Support Worker	4	4	4

	Amended 2022/23 Budgeted Full-Time	Amended 2023/24 Budgeted Full-Time	Adopted 2024/25 Budgeted Full-Time
POLICE DEPARTMENT Cont.			
Lead Detective *	1	1	1
Lead Police Records Specialist	1	1	1
Management Analyst I/II	4	4	4
Mental Health Clinician	1	1	1
Mental Health Coordinator	3	3	3
Office Assistant I/II	2	2	2
Police Services Manager	1	1	1
Police Captain	2	2	2
Police Lieutenant	7	7	7
Police Officer *	92	92	92
Police Records Specialist	5	5	5
Police Records Supervisor	1	1	1
Police Sergeant	15	15	15
Police Trainee	4	4	4
Property/Evidence Supervisor	1	1	1
Senior Program Coordinator	1	1	1
Youth Development Program Coordinator	2	2	2
Total	193	193	194
* Sworn Officer Position			
PUBLIC WORKS			
Director of Public Works	1	1	1
Executive Assistant	1	1	1
Program Coordinator I/II	1	1	1
Program Manager	2	2	2
Management Analyst I/II	1	1	1
Administrative Technician I/II	1	1	1
Office Assistant I/II	2	2	2
Subtotal:	9	9	9
PUBLIC WORKS - TRAFFIC ENGINEERING			
Deputy Director of PW / Traffic Engineer	1	1	1
Engineering Aide/Engineering Tech I/II/III*	1	2	2
Junior/Assistant/Associate Civil/Traffic Engineer	2	2	2
Senior Traffic Signal Technician	1	1	1
Traffic Signal Technician I/II	2	2	2
Subtotal:	7	8	8
PUBLIC WORKS - ENGINEERING SERVICES			
Asst Director of Public Works / City Engineer	1	1	1
Contract Compliance Specialist I/II	1	1	1
Engineering Aide/Engineering Tech I/II/III	1	1	1
Engineering Manager	3	3	3
Engineering Specialist I/II	2	2	2
Engineering Designer	1	1	1
Junior/Assistant/Associate Civil/Traffic Engineer	8	8	8
Office Engineer	0	1	1
PW Construction Inspector I/II	5	5	5
Asset Management / GIS Technician*	1	0	0
Subtotal:	23	23	23
*Freeze GIS Technician/Add Engineering Technician (Traffic Division)			

	Amended 2022/23 Budgeted Full-Time	Amended 2023/24 Budgeted Full-Time	Adopted 2024/25 Budgeted Full-Time
PUBLIC WORKS - MAINTENANCE OPERATIONS			
Assistant Public Works Director Operations	1	1	1
Administrative Technician I/II	3	3	3
Engineering Specialist I/II*	1	0	0
Equipment Mechanic I/II	4	4	4
Fleet Operations Specialist	1	1	1
Lead Equipment Mechanic	1	1	1
Maintenance Worker I/II (Facilities)	5	5	5
Maintenance Worker I/II (Parks)	13	13	13
Maintenance Worker I/II (Streets)	12	12	12
Management Analyst I/II	1	2	2
MW Lead (Facilities)	1	1	1
MW Lead (Parks)	4	4	4
MW Lead (Streets)	3	3	3
Fleet and Facilities Manager	1	1	1
Park Manager	1	1	1
PW Maintenance Superintendent	2	1	1
PW Supervisor - Parks	3	3	3
PW Supervisor-Equipment Maintenance	1	1	1
PW Supervisor-Facility Maintenance	1	1	1
PW Supervisor-Fire Equipment Maintenance	1	1	1
PW Supervisor-Street Maint./Concrete, Flood Control	1	2	2
Office Assistant I/II	2	2	2
Stores Specialist	1	1	1
Streets Manager	0	0	1
<i>Subtotal:</i>	64	64	65
<i>*Converted to Management Analyst</i>			
Total Public Works	103	104	105
UTILITIES DEPARTMENT			
Director of Utilities	1	1	1
Administrative Technician I/II	2	3	3
Assistant Director of Utilities	1	1	1
Associate Utilities Sacada/Systems Engineer	1	1	1
Chief Plant Operator Wastewater	1	1	1
Chief Plant Operator Water	1	1	1
Chief Utility System Operator	1	1	1
Cross Connections Inspector/Specialist	2	2	2
Engineering Manager	1	1	1
Engineering Specialist	1	0	0
Engineering Project Coordinator	0	1	1
Engineering Tech I/II/III	1	1	1
Environmental Compliance Inspector I/II	2	2	2
Junior/Assistant/Associate Engineer	4	4	4
Lab Analyst I/II	5	5	5
Lab Supervisor	1	1	1
Management Analyst I/II	2	2	2
Maintenance Worker Lead (Utilities)	4	4	4
Maintenance Worker I/II (Utilities)	16	16	16

	Amended 2022/23 Budgeted Full-Time	Amended 2023/24 Budgeted Full-Time	Adopted 2024/25 Budgeted Full-Time
UTILITIES DEPARTMENT Cont.			
Office Assistant I/II	2	1	1
Senior Lab Analyst	2	2	2
Senior Utility Plant Control Systems Tech	1	1	1
Senior Utility Plant Electrician	1	1	1
Senior Utility Plant Mechanic	3	3	3
Senior Wastewater Plant Operator	4	4	4
Senior Water Plant Operator	1	1	1
Supervisor-Field Utilities	1	1	1
Utilities Administrative Manager	1	1	1
Utilities Asset Coordinator	0	1	1
Utilities ICE Supervisor	1	1	1
Utilities Maintenance Planner*	1	0	0
Utility Maintenance Supervisor	1	1	1
Utility Operations/Maintenance Manager	1	2	2
Utility Plant Control Systems Tech I/II	5	5	5
Utility Plant Electrician I/II	2	2	2
Utility Plant Mechanic I/II	4	4	4
Utility Plant Worker	1	1	1
Wastewater Plant Operator I/II/III	10	10	10
Wastewater Plant Supervisor	1	1	1
Water Plant Operator II/III/III	5	5	5
Water Quality Coordinator	1	1	1
Water Quality Manager	1	1	1
Water Quality Supervisor	1	1	1
<i>*Reclassified to Utilities Asset Coordinator</i>			
Total	98	99	99
CITY TOTAL	653	667	673



BUDGET SUMMARY



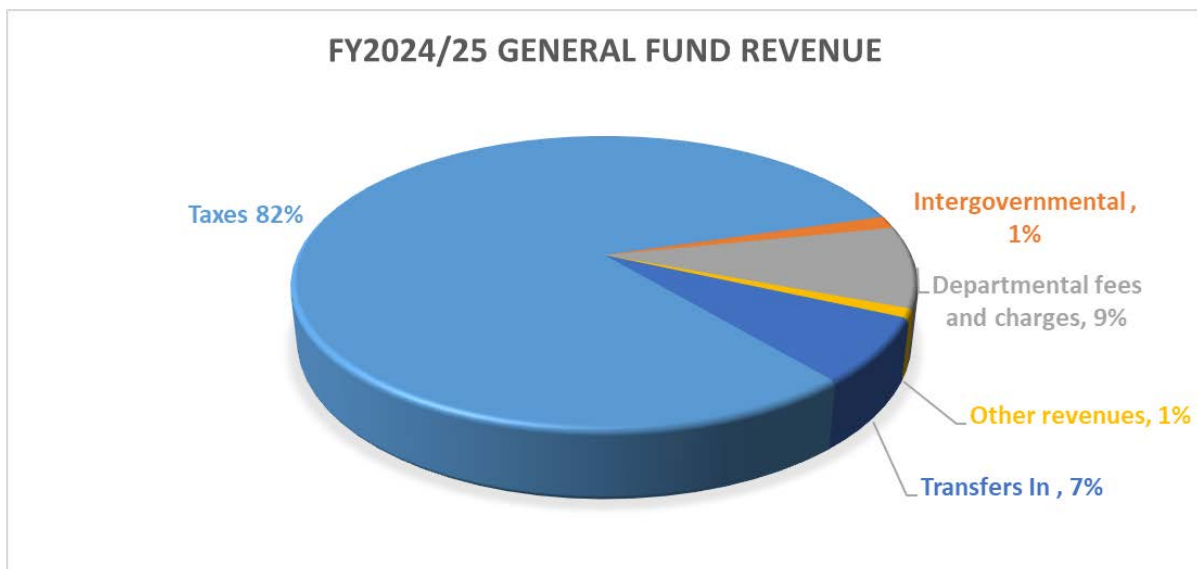


General Fund Revenue Sources

The **General Fund** is the primary revenue source and operating fund for most of the services that cities typically provide, such as public safety (police and fire), street maintenance, parks and recreation, as well as most administrative functions. The major funding sources for the General Fund are property taxes and sales taxes which account for approximately 64% of all General Fund revenues; taxes overall provide the largest funding source to the General Fund, which is common at any level of government, at 82%. Compared to the 5% revenue growth seen from FY 2021-22 to FY 2022-23, General Fund revenue is projected to remain relatively flat in the coming year due to the current economic uncertainty. As shown in the table below, the impacts of inflation and the Fed treasury’s attempts at calming that inflation through raising interest rates is anticipated to weigh on consumer spending and, therefore, sales tax growth. The revenue projections do not anticipate a recession but rather a continued deceleration of the economy into the next fiscal year.

(Amounts are in thousands of dollars)

General Fund Revenue Account	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Projected EOY	FY 2024/25 Proposed Budget
Property Tax	36,567	38,250	39,776	39,643
Sales Tax	27,550	29,160	28,194	28,275
Measure M	22,833	23,112	22,467	22,562
Other taxes	24,455	24,522	24,415	25,121
Intergovernmental	1,283	2,381	2,834	1,966
Departmental fees and charges	11,335	12,095	12,764	12,759
Other revenues	1,384	2,396	1,510	1,384
Transfers In	6,521	7,143	8,054	10,115
Total Revenue	131,928	139,059	140,014	141,825



TAXES

Property Tax

The State Constitution (Proposition 13) sets the base property tax rate at 1% of assessed value. The City currently receives only about 18 cents of every property tax dollar generated in Vacaville, with the majority of property tax revenue going to the State (schools) and County. Homes, businesses, and other taxable real and personal property are subject to this 1% property tax rate. Growth in assessed value is limited to 2% or CPI, whichever is lower. However, when property ownership is transferred, or when property is newly constructed, it is re-appraised at its current full market value.

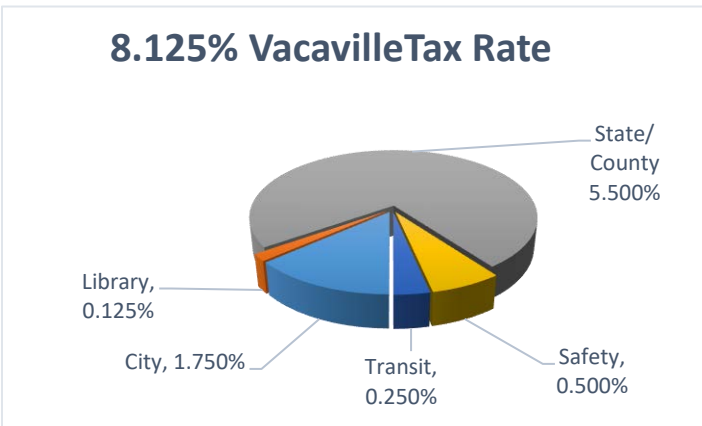


The net taxable value of property in the City (including redevelopment project areas) stands at \$16.5 billion for the 2023-24 tax year; an increase of \$700 million, or 4.5% more than the prior year. By comparison, the county's year-over-year growth was 4.7%. Home values soared during the pandemic with the median price for a detached single family residential home in the City rising

from \$485,000 in January-September 2020 to \$605,000 in January-September 2022, nearly a 25% increase in two years. However, with the dramatic rise of interest rates since March 2022, the median home price in Vacaville has fallen over the last year to \$584,000 as of September 2023. For the upcoming fiscal year, the property tax category is estimated to be flat from FY23-24. The percentage growth in future years is expected to trend upward with the normal 4% growth seen in previous fiscal years.

Sales and Use Tax

The general sales tax revenue received by the City – also referred to as Bradley-Burns - is equal to 1% of all taxable sales within City limits. The City also receives a pro-rata share of use taxes which are “pooled” at the state and county level. The total tax rate in Vacaville, Solano County is 8.125%. The breakdown of this rate, shown in the graph, is State rate of 5.5%, the Transportation Development Act rate of 0.25%; the Prop. 172 public safety sales tax rate of 0.50%, the Solano County Library rate of 0.125%, and 1.75% to the City. This includes the renewed Measure M rate of 0.75% which



went into effect on April 1, 2018. Even with this increase, Vacaville is tied for the second lowest sales tax rate in Solano County.

Sales and use tax – including Measure M – is the General Fund’s largest revenue source at \$50.8 million for 2024-25 and comprises 36% of total General Fund revenues. Entering Fiscal Year 2023-24, sales tax was projected to see relatively flat growth of about <2% due to economic uncertainties. However, as the economy continues to slow related to declining consumer demand in the face of higher prices of goods, the current year is projected to finish 4% lower than FY 2022-23. For the upcoming fiscal year, sales tax and Measure M revenues are projected to remain flat based on the expectation that the economy will continue to show slow growth as inflation and rising costs weigh on the minds of consumers.

- **Measure M** – Voters originally approved the ¼ cent Measure M transactions and use tax in November 2012. Voters subsequently supported a 20-year extension plus an additional ½ cent tax in November 2016 bringing the Measure M rate to ¾ cent. Measure M is expected to bring in \$22.6 million in the upcoming year. Measure M revenues help protect essential city services such as police programs, fire/paramedic services, street lighting and other city services and make further quality of life investments in the community.

Franchise Fees

The City has awarded franchise agreements to private companies for the right to do business in the City using public rights-of-way. This includes PG&E, Recology Vacaville Solano, and Comcast/Xfinity Cable TV and ATT. Franchise payments are estimated to generate \$5.6 million in 2024-25 or 3.9% of General Fund Revenues. Revenues are expected to increase 1.6% in the coming year.

Paramedic Tax

The citizens of Vacaville initially approved this ad-valorem tax in 1976. The rate is \$0.3 per \$100 of assessed valuation on property within the City limits and is collected by the County along with property taxes. The proceeds are used to pay for emergency medical and ambulance services. The paramedic tax is expected to yield \$6.9 million in 2024-25 and comprises 5.0% of projected General Fund revenues. All proceeds are used to support paramedic and ambulance services within the city.

Excise Taxes

- **Measure I** – This tax was initially approved by voters in 1989 to pay for construction of the Ulatis Cultural Center and provide an additional source of funding for services such as street maintenance, library services, cultural events and recreation activities. The continuation of Measure I was approved by voters in November 2012. The excise tax rate is applied as follows: \$4.83 per month for residential property – collected on the bi-monthly utility bill; 2% of hotel room rates – collected along with the City transient occupancy tax; and varying amounts (per employee) for commercial establishments within the City limits – collected along with the annual business license. The Measure I tax revenue is projected to remain relative the same 2024-25 and generate \$2.9 million, or about 2.0% of General Fund revenues.
- **Measure G** – This tax was approved by voters in 2005 to replace longstanding fees imposed upon the City’s water and sewer operations. The tax is comprised of a 1% “property” tax on the assets of the utility funds and a 5% “franchise” tax on utility operating revenues. The Measure G excise

tax growth is expected to remain relatively flat in the upcoming year and generate \$6.3 million in 2024-25, or about 4.4% of General Fund revenues.

Other General Fund Taxes

The City receives revenue from four lesser taxes – Transient Occupancy Tax (TOT), Real Property Transfer Tax, Business License Tax, and Public Safety Sales Tax which together comprise about 2.5% of General Fund Revenue. This revenue category is forecasted to slightly decrease approximately <1% in the upcoming fiscal year as TOT and Business License Tax revenues are expected to slightly decline.

Intergovernmental

Intergovernmental revenues are funds received from State and federal sources, as well as other local agencies such as the County. The total budget projection of \$2 million in this category for 2024-24 comprises 1% of General Fund revenues and consists of the following principal sources: the Intergovernmental Transfer Fee (IGT) received from Partnership Health Plan of California for medical transports, Homeowner’s Exemption, and State Reimbursements.

Departmental Fees and Charges

Due to limitations on the City’s ability to raise general fees and taxes, fee for service revenues represent a growing component of overall General Fund revenues. The projection of \$12.8 million for FY 2024-25 represents around 9.0% of overall General Fund Revenues. Principal sources of departmental fees and charges include Recreation and Facility Fees, Emergency Medical Fees, and Other Fees and Charges (police charges, fire inspection and permit fees, and finance administration fees). Revenues are projected to remain flat in the upcoming year due primarily to lower anticipated emergency medical fees in the upcoming year.

Other Revenue

All other General Fund revenue sources are expected to yield \$1.4 million in the upcoming fiscal or 1% of total revenues. Included in this amount are investment earnings, wireless site lease, and development-related revenues. The projected decrease in this category from the current fiscal year is due to reduced expectations of interest income as the City is anticipating dipping into its General Fund reserves (and cash balance) in the upcoming fiscal year to balance the budget.

Operating Transfers

The General Fund receives money from a number of other City funds to offset the cost of providing services, including Public Safety Districts and Traffic Safety Fines. These transfers are anticipated to total \$10.1 million in FY 2024-25, a 25.6% increase over the current year due to the anticipated addition of Lagoon Valley CFD revenues.

**City of Vacaville
FY2024 - 2025 Budget**

SCHEDULE OF GENERAL FUND REVENUE

<i>General Fund Revenue Account</i>	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Projected EOY	FY 2024/25 Proposed Budget
<u>Taxes</u>				
Property tax	\$ 17,875,852	\$ 19,305,067	\$ 20,238,800	\$ 20,583,469
Property tax in lieu of VLF	11,950,536	13,261,461	13,936,794	13,760,263
RDA Pass-Through/TI Excess	6,740,465	5,683,585	5,600,000	5,300,000
Sales tax *	27,549,782	29,159,607	28,194,390	28,274,601
Measure M**	22,832,880	23,112,354	22,466,950	22,561,950
Franchise tax	5,063,438	5,324,647	5,500,000	5,590,408
Paramedic tax	5,937,912	6,550,593	6,600,000	6,900,000
Transient lodging tax	2,163,132	1,983,467	1,858,472	1,951,395
Excise tax	9,274,745	9,072,043	9,020,482	9,240,034
Real property transfer tax	1,028,609	515,639	432,913	498,907
Business license tax	407,457	398,889	429,000	400,000
Public safety sales tax	580,083	581,473	574,010	540,000
	\$ 111,404,891	\$ 114,948,825	\$ 114,851,811	\$ 115,601,027
<u>Intergovernmental</u>				
GEMT Program	-	632,892	1,084,779	500,000
Partnership Health Transport	1,056,558	1,537,688	1,482,000	1,250,000
State Reimbursements	52,231	38,599	96,942	36,000
Homeowners subvention	174,676	172,050	170,000	180,000
	\$ 1,283,465	\$ 2,381,229	\$ 2,833,721	\$ 1,966,000
<u>Departmental fees and charges</u>				
Recreation and facilities	3,426,570	4,689,151	4,667,220	5,141,170
Emergency medical fees	6,355,972	5,649,655	6,330,000	6,000,000
Police and Fire Fees	1,238,811	1,374,746	1,342,902	1,226,078
Other departments	313,660	381,282	423,500	391,300
	\$ 11,335,013	\$ 12,094,833	\$ 12,763,622	\$ 12,758,548
<u>Other revenues</u>				
Interest, penalties and rents	406,772	899,837	672,138	382,000
Cell tower leases	382,938	497,238	460,000	475,000
In lieu DIF	420,535	795,676	215,000	350,000
Miscellaneous	173,715	203,760	163,276	176,714
One-Time Revenue	-	-	-	-
	\$ 1,383,960	\$ 2,396,511	\$ 1,510,414	\$ 1,383,714
Subtotal:	\$ 125,407,329	\$ 131,821,399	\$ 131,959,568	\$ 131,709,289
Transfers In	6,520,819	7,143,041	8,053,741	10,115,541
Total revenue:	\$ 131,928,148	\$ 138,964,439	\$ 140,013,309	\$ 141,824,830

* Includes property tax in lieu of sales tax (State triple flip)

** Measure M revenue is included on a separate schedule.



City of Vacaville
 FY2024 - 2025 Budget

SUMMARY OF EXPENDITURES BY DEPARTMENT

<i>Department / Function</i>	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
City Council / Treasurer	\$ 202,139	\$ 408,318	\$ 630,750	\$ 481,858
City Attorney	1,485,523	1,869,971	2,552,406	2,499,890
City Manager's Office/City Clerk				
City Manager's Office/City Clerk	2,809,326	3,048,559	3,505,127	3,529,754
Economic Development	680,749	1,053,958	1,004,873	1,049,362
Finance	3,983,067	4,839,699	5,450,870	5,637,679
Human Resources/Risk Management	2,106,220	2,569,831	3,314,551	3,618,921
Information Technology/Telecommunications	2,174,735	2,251,578	2,959,546	3,324,688
Subtotal, City Administration	11,754,097	13,763,625	16,234,966	17,160,403
Community Development Department	4,702,874	5,763,649	7,919,608	7,250,273
Fire Department	34,177,561	38,321,980	39,814,971	45,280,002
Housing & Redevelopment Dept				
Housing and Community Services	18,690,100	22,533,348	28,358,197	27,210,042
Successor Housing Agency	923,515	1,073,739	9,231,693	8,961,206
Successor Agency	4,967,639	4,994,993	6,774,081	6,628,497
Subtotal, Housing & Redevel	24,581,254	28,602,080	44,363,972	42,799,745
Non-Departmental	4,158,643	6,484,479	8,140,652	5,577,275
Parks and Recreation Department	7,968,709	9,722,296	11,429,568	10,985,521
Police Department	44,169,837	49,644,915	61,218,518	61,396,433
Public Works Department				
Public Works	9,710,401	10,321,283	13,513,951	13,430,072
Parks Division	3,417,087	3,646,354	3,809,057	3,848,264
Park Maintenance Districts	5,934,743	5,705,886	6,098,248	6,482,500
Engineering Services	4,885,398	9,956,169	5,253,140	5,256,488
Development Engineering	1,154,431	1,180,185	1,579,346	3,610,211
Transit	2,850,351	2,941,827	3,654,833	4,356,174
Subtotal, Public Works	27,952,411	33,751,704	33,908,575	36,983,709
Utilities				
Sewer Utility Systems	33,643,626	37,710,671	39,106,189	39,101,405
Water Utility Systems	22,405,257	26,006,866	26,809,194	26,477,120
Subtotal, Utilities	56,048,882	63,717,537	65,915,384	65,578,525
Gross Operating Budget	217,201,933	252,050,554	292,129,369	295,993,635
Internal Cost Allocation	(5,729,699)	(5,968,141)	(6,258,996)	(6,420,820)
CITY GRAND TOTAL	\$ 211,472,234	\$ 246,082,413	\$ 285,870,373	\$ 289,572,815



City of Vacaville
 FY2024 - 2025 Budget

SUMMARY OF EXPENDITURES BY FUND

<i>Department / Function</i>	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
City Council/Treasurer	\$ 202,139	\$ 408,318	\$ 630,750	\$ 481,858
City Attorney	1,485,523	1,869,971	2,552,406	2,499,890
City Manager's Office/Administration	2,565,164	2,815,476	3,273,127	3,300,972
Economic Development	680,749	1,053,958	1,004,873	1,049,362
Finance	3,983,067	4,839,699	5,450,870	5,637,679
Fire Department	34,177,561	38,321,980	39,814,971	45,280,002
Housing and Community Services	-	-	140,409	136,954
Human Resources	2,106,220	2,569,831	3,314,551	3,618,921
Information Technology	2,174,735	2,251,578	2,959,546	3,324,688
Non-Departmental	4,158,643	6,484,479	8,140,652	5,577,275
Police Department	43,195,031	48,293,763	55,128,641	56,065,931
Public Works Department				
Engineering Services & TSM	-	103,000	-	-
General	9,159,137	9,447,952	12,530,476	12,407,605
Park Maintenance	3,417,087	3,646,354	3,809,057	3,848,264
Parks & Recreation Department	7,968,709	9,722,296	11,429,568	10,985,521
Subtotal General Fund	115,273,765	131,828,654	150,179,896	154,214,921
Transfers	5,583,413	34,503,438	10,071,245	9,799,022
Internal Cost Allocation	(5,729,699)	(5,968,141)	(6,258,996)	(6,420,820)
TOTAL GENERAL FUND	115,127,479	160,363,952	153,992,145	157,593,123
SPECIAL REVENUE FUNDS:				
Building Related (Comm Development)	4,702,874	5,763,649	7,919,608	7,250,273
City Manager's Office/Administration	244,162	233,083	232,000	228,782
Development Engineering	1,154,431	1,180,185	1,579,346	3,610,211
Engineering Services & TSM	4,885,398	9,956,169	5,253,140	5,256,488
Housing and Community Svcs (non General Fund)	18,690,100	22,533,348	28,217,788	27,073,088
Public Works, Gas Tax & Grants	551,264	873,331	983,475	1,022,468
Park Maintenance Districts	5,934,743	5,705,886	6,098,248	6,482,500
Police Department (non General Fund)	974,806	1,351,152	6,089,877	5,330,502
Successor Housing Agency	923,515	1,073,739	9,231,693	8,961,206
Total Special Revenue Funds	38,061,292	48,670,543	65,605,176	65,215,517
ENTERPRISE FUNDS:				
Sewer Utility Systems	33,643,626	37,710,671	39,106,189	39,101,405
Transit	2,850,351	2,941,827	3,654,833	4,356,174
Water Utility Systems	22,405,257	26,006,866	26,809,194	26,477,120
Total Enterprise Funds	58,899,234	66,659,364	69,570,217	69,934,700
TOTAL CITY OPERATING	212,088,005	275,693,859	289,167,537	292,743,340
FORMER REDEVELOPMENT AGENCY:				
Successor Agency	4,967,639	4,994,993	6,774,081	6,628,497
TOTAL SUCCESSOR AGENCY	4,967,639	4,994,993	6,774,081	6,628,497
CITY GRAND TOTAL	\$ 217,055,645	\$ 280,688,852	\$ 295,941,618	\$ 299,371,837



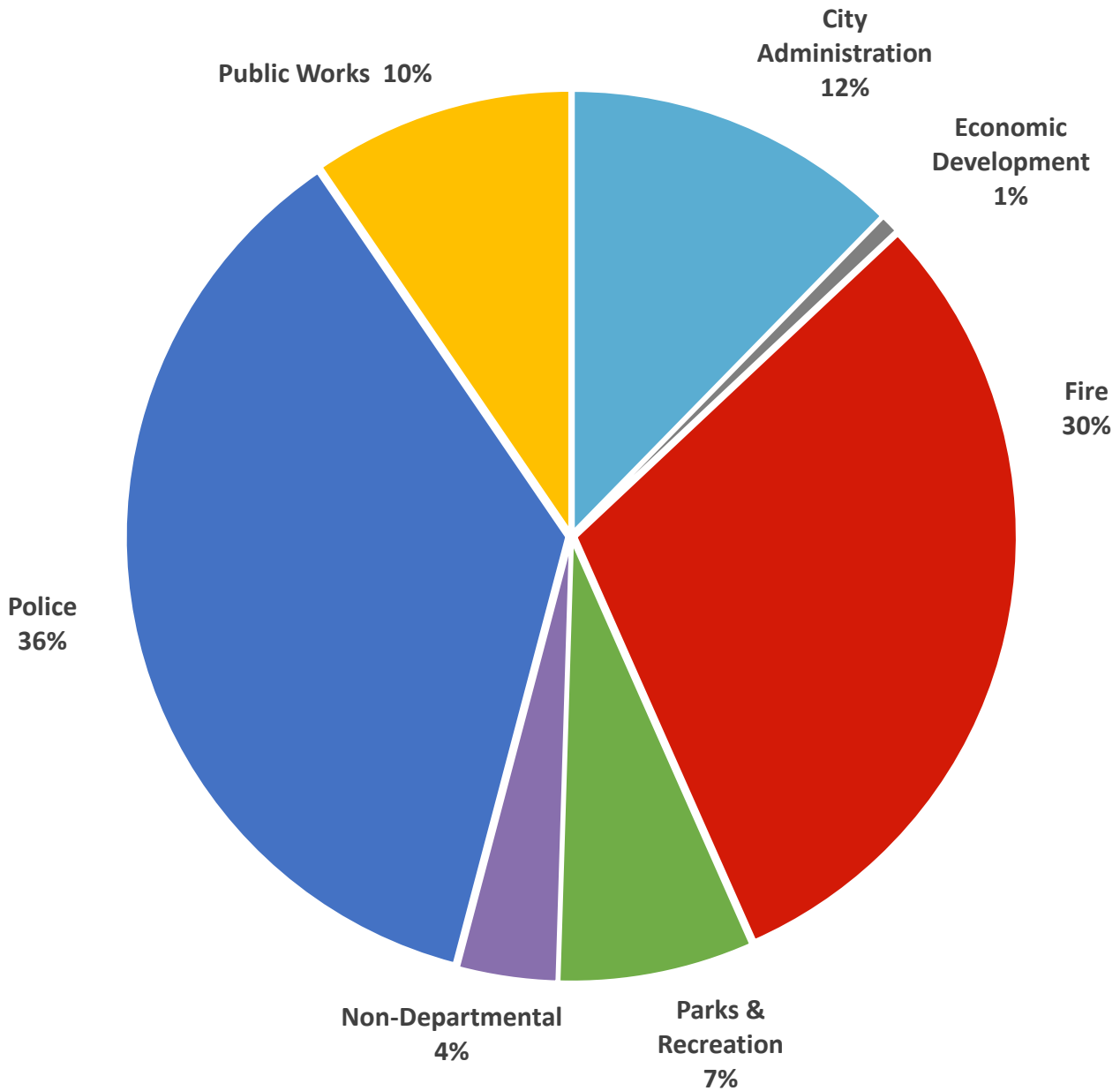
**City of Vacaville
FY2024 - 2025 Budget**

**SOURCES AND USES:
GENERAL FUND OPERATIONS (INCLUDING MEASURE M)**

	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Projected EOY	FY 2024/25 Proposed Budget
SOURCES OF FUNDS:				
General Fund Operating Revenue:	\$ 102,574,435	\$ 108,709,044	\$ 109,492,618	\$ 109,147,339
Operating Transfers In:				
Traffic Safety Fines and Forfeitures	828	756	500	500
Community Facilities Districts	6,519,991	7,142,285	8,053,241	10,115,041
Subtotal, Transfers In:	6,520,819	7,143,041	8,053,741	10,115,541
Measure M Revenue:	22,832,880	23,112,354	22,466,950	22,561,950
Use of (addition to) Fund Balance:	(14,699,870)	(2,308,782)	2,611,174	9,752,426
Total Sources, General Fund:	117,228,264	136,655,657	142,624,483	151,577,256
USES OF FUNDS:				
General Fund Operating Expenditures:	\$ 111,644,851	\$ 129,550,060	\$ 137,080,138	\$ 147,181,574
Operating Transfers Out:				
General Fund support to Community Devl.	500,000	500,000	250,000	250,000
General Fund support to Engineering Services	50,000	50,000	50,000	50,000
General Fund support to Park Maintenance Dist.	724,142	1,758,494	1,703,547	1,641,871
General Fund support Public Art	5,000	5,000	5,000	5,000
General Fund to Vehicle Replacement	1,269,118	1,086,633	300,000	300,000
General Fund to Lagoon Valley (Fire Staffing)	-	-	-	307,243
Collapsing Transfers:				
General Fund to Technology Projects	249,436	274,268	508,148	274,268
General Fund to Public Safety Equipment Replacement*	1,000,000	1,000,000	1,000,000	1,000,000
General Fund to Capital Improvement Projects	1,785,717	2,431,202	1,727,650	567,300
Subtotal, Transfers Out:	5,583,413	7,105,597	5,544,345	4,395,682
Total Uses, General Fund:	\$ 117,228,264	\$ 136,655,657	\$ 142,624,483	\$ 151,577,256
USES BY CATEGORY:				
Salaries and Benefits	\$ 80,900,639	\$ 88,831,839	\$ 97,032,880	\$ 106,304,373
Overtime plus Offsets	6,200,097	6,996,825	3,387,605	3,514,547
Services and Supplies	10,537,785	11,990,575	12,714,053	11,673,873
Indirect Costs & Transfers	13,784,265	17,174,134	16,938,299	17,555,731
One-time Costs	767,294	1,370,447	2,076,502	1,557,630
Technology Costs	1,621,817	1,594,209	999,628	1,356,042
Internal Cost Allocation	(5,729,699)	(5,968,141)	(6,258,996)	(6,420,820)
Measure M	9,146,066	14,665,769	15,734,512	16,035,880
Total Uses by Category, General Fund:	\$ 117,228,264	\$ 136,655,657	\$ 142,624,483	\$ 151,577,256



FY24/25 GENERAL FUND BUDGET
\$154,214,921
PERCENTAGE BY DEPARTMENT





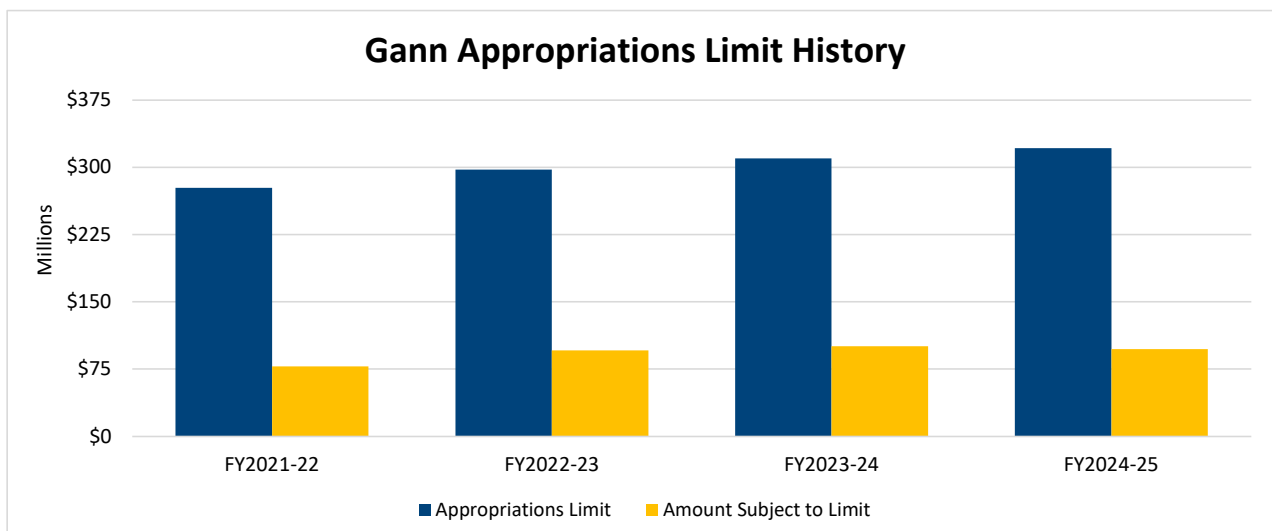
Gann Appropriations Limit Calculation

The Gann Appropriations Limit began as a ballot initiative approved by California voters in 1979 and modified by Proposition 111 passed in 1990. Its purpose is to limit the amount of tax proceeds state and local governments can spend each year. The Gann Appropriations Limit appears in California's State Constitution as Article XIII B.

The limit is different for each city and changes annually. Each year's limit is based on the amount of tax proceeds that were authorized to be spent in fiscal year 1978-79 in each city, and modified for changes in inflation and population each subsequent year. By law, inflationary adjustments are based on the California Department of Finance's official report which states the change in California's per capita personal income and population levels for the city or the county.

Each year the City Council must adopt an appropriations limit for the following year. The City's Appropriation Limit for FY2024-25 has been calculated to be \$321,345,747. Appropriations subject to the limitation in the FY2024-25 budget total \$97,333,789, which is \$224,011,958 less than the calculated limit.

Consumer Price Index (CPI)	1.0362
Population Increase	<u>1.0010</u>
Ratio of Change	1.0372
FY2023-24 Appropriations Limit	<u>309,809,614</u>
FY2024-25 Appropriations Limit	<u>\$ 321,345,747</u>
General Government Operating Appropriations	187,056,454
Capital Improvement Project (CIP) Appropriations	<u>0</u>
Subtotal Operating and CIP Appropriations	187,056,454
Less Exclusions not Subject to Limit	
Non-Proceeds of Taxes	(84,487,025)
Qualified Capital Outlay and Federal Mandates	<u>(5,235,640)</u>
Total Appropriations Subject to Limit	97,333,789
Calculated Appropriations Limit	<u>321,345,747</u>
FY2024-25 Margin	<u>\$ 224,011,958</u>





City of Vacaville
 FY2024 - 2025 Budget

AMERICAN RESCUE PLAN ACT (ARPA)

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget*	FY 2024/25 Proposed Budget*
SOURCES OF FUNDS:				
ARPA Allocation	\$ 6,337,915	\$ -	\$ -	\$ -
Prior Year Carryforward/Fund Balance	6,337,915	12,553,344	9,557,876	7,705,880
Total Sources:	\$ 12,675,830	\$ 12,553,344	\$ 9,557,876	\$ 7,705,880

USES OF FUNDS:

Aid to Nonprofits/Small Businesses	\$ 75,235	\$ 2,070,420	\$ 371,351	\$ 249,229
Direct Aid to Households	38,000	344,500	907,722	309,778
Economic Recovery	9,251	562,512	444,452	628,785
Housing/Homelessness	-	17,871	102,990	2,209,139
Infrastructure	-	165	25,482	4,308,949
Total Uses:	\$ 122,486	\$ 2,995,468	\$ 1,851,996	\$ 7,705,880

* FY 2023/24 Budget will be reduced to actual remaining ARPA fund balance after FY 2022/23 expenditures have been finalized



**City of Vacaville
 FY2024 - 2025 Budget**

MEASURE I EXCISE TAX

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
SOURCES OF FUNDS:				
Excise Tax Revenue (net)	\$ 2,889,600	\$ 2,853,394	\$ 2,904,593	\$ 2,948,614
Total Sources:	\$ 2,889,600	\$ 2,853,394	\$ 2,904,593	\$ 2,948,614

USES OF FUNDS:				
Debt Service	\$ -	\$ -	\$ -	\$ -
Library Subsidy	150,000	150,000	150,000	150,000
Vacaville Performing Arts Theater	300,000	300,000	300,000	300,000
Park Maintenance	300,000	300,000	300,000	300,000
Street Maint./Capital Improvement	2,139,600	2,103,394	2,154,593	2,198,614
Total Uses:	\$ 2,889,600	\$ 2,853,394	\$ 2,904,593	\$ 2,948,614



Measure M

In November 2016, voters approved a 20-year extension on Measure M, increasing the effective sales tax rate from $\frac{1}{4}$ cent to $\frac{3}{4}$ cent. The new tax rate of 8.125% went into effect on April 1, 2018, and the City began to receive revenues in the last quarter of the fiscal year 2017–2018. Each year the Measure M budget is approved by the City Council as part of the annual budget process.

Measure M is a general tax used for general municipal services and operations such as police programs, fire/paramedic services, street lighting and maintenance, and parks beautification. These funds are instrumental in how the City executes its strategic goals and enhances the quality of life for our residents. Funds are directed toward programs and projects aligned with the City's 2021-2026 Strategic Plan. The five goals are:

- Ensure Public Safety
- Strengthen the Local Economy
- Protect Vacaville's Quality of Life
- Maintain Effective and Efficient City Services
- Promote Community Engagement and Increased Equity and Inclusion

BUDGET HIGHLIGHTS

The proposed FY24/25 budget is primarily a continuation of Measure M ongoing and pilot programs, initiatives, and staff funding.

Programs and Initiatives

Included in this category are various initiatives and programs such as a Fire Apprenticeship Program advancing apprentices to Firefighter roles, Biotech Initiative Phase III, and youth recreation scholarships. Measure M funded capital improvement projects taking place in the upcoming year include Ulatis Creek Bank Emergency repairs (areas 2 & 3), Sierra Vista, and Alamo Creek Park improvements.

Five-year pilot programs, now in their fourth year in FY25, encompass the Council District Benefit Program; Equity, Diversity, and Inclusion; Neighborhood Cleanup; Property Abatement; and Grant Matching. Funds from the Property Abatement program have also been redirected to establish a Fireworks Prevention program.



**City of Vacaville
FY2024 - 2025 Budget**

MEASURE M TRANSACTIONS & USE TAX

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
Operating Expenditures:				
Salaries and Benefits	\$ 3,804,701	\$ 7,387,910	\$ 9,328,076	\$ 7,398,646
Overtime	315,933	13,054	-	-
Services and Supplies	221,243	769,672	793,006	909,274
Indirect Costs	82,415	157,002	192,340	241,964
One-time Costs	986,603	868,838	1,913,304	1,082,656
Technology Costs	-	-	-	-
Total Operating Expenditures	5,410,894	9,196,475	12,226,727	9,632,540
Transfer - CIP *	1,685,683	3,467,239	3,526,900	4,403,340
Transfer - Vehicle Replacement**	2,000,000	2,000,000	2,000,000	2,000,000
Transfer - Code Update	49,488	2,055	-	-
Total Transfers	3,735,172	5,469,294	5,526,900	6,403,340
Net Operating Expenditures	\$ 9,146,066	\$ 14,665,769	\$ 17,753,627	\$ 16,035,880
Source of Funding:				
Measure M-Excise Tax Revenue	\$ 22,430,979	\$ 22,217,240	\$ 22,525,950	\$ 21,861,950
Measure M-Interest Revenue	401,901	766,164	300,000	700,000
Measure M-Reserve for Projects	(13,686,814)	(8,317,635)	(5,072,323)	(6,526,070)
Total Sources of Funding	\$ 9,146,066	\$ 14,665,769	\$ 17,753,627	\$ 16,035,880

*Transfers for CIP are included in Capital Improvement Program Budget

**Transfers for Vehicle Replacement are included in Transfers



OPERATING BUDGETS





City Attorney's Office

The City Attorney's Office provides a wide array of in-house legal services to all City departments and the City's legislative bodies - the City Council, the Planning Commission and the Parks and Recreation Commission (the "City"), including managing claims, representing the City directly and overseeing outside counsel in litigation and administrative hearings; preparing ordinances and resolutions; reviewing and preparing contracts, leases, and other legal documents; researching and preparing legal opinions on matters affecting the City; and advising the City on various legal matters. The City Attorney's Office also serves as legal counsel to the Solano Animal Control Authority and alternates with the Dixon City Attorney providing legal advice to the Vacaville/Dixon Greenbelt Authority.

Although the City Attorney's Office does not provide legal advice or services to the public the Office – along with other City Departments – provides information to the public on matters involving the City.

The City Attorney is appointed by the City Council. The Department is currently composed of the City Attorney, four Assistant City Attorneys, and three support staff including one Legal Services Manager (currently vacant), one Paralegal, and one Management Analyst (currently vacant).

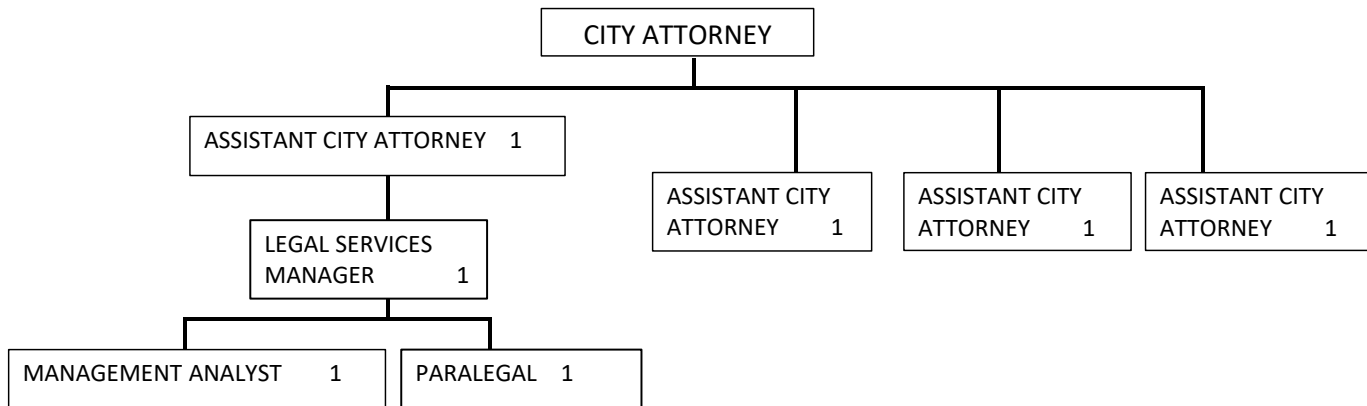
BUDGET HIGHLIGHTS

As part of the FY 21/22 budget, the need for new legal and support staff could not be overlooked due to the increased volume and variety of legal demands facing the office during the City's exponential growth and growth of the City organization, as well as increased and ever-changing legal requirements on local governments, and the transition to a seven-member City Council. Due to the continued increase in volume and variety of legal demands, the City Council authorized recruitment for a fourth attorney in FY22/23 and a fifth attorney with a public safety focus in FY 23/24. During the same period, the City Council authorized two additional support positions, doubling the size of the office.

At the time of preparation of this report, the City Attorney's Office is fully staffed on the attorney's side, with the most recent Assistant City Attorney starting in May 2024. On the support side, our Paralegal position remains filled, and the Department is in the process of recruiting a Legal Services Manager. The City Attorney's Office is not requesting any additional positions or budget augmentations currently.

The City Attorney's Office remains committed to helping the City achieve its strategic plan goals by drafting and reviewing contracts and other legal documents and providing legal advice necessary to implement the strategic plan goals and implementation strategies.

CITY ATTORNEY'S OFFICE



TOTAL FULLTIME POSITIONS 8

**City of Vacaville
FY2024 - 2025 Budget**

CITY ATTORNEY'S OFFICE

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
Operating Expenditures:				
Salaries and Benefits	\$ 1,353,866	\$ 1,710,248	\$ 2,274,639	\$ 2,253,136
Services and Supplies	82,300	80,391	152,413	143,038
Indirect Costs	35,044	65,113	79,988	91,632
One-time Costs	-	-	34,217	-
Technology Costs	14,312	14,218	11,148	12,085
Total Operating Expenditures	1,485,523	1,869,971	2,552,406	2,499,890
Net Operating Expenditures	\$ 1,485,523	\$ 1,869,971	\$ 2,552,406	\$ 2,499,890
Source of Funding:				
General Fund - Discretionary Revenue	\$ 1,485,523	\$ 1,869,971	\$ 2,552,406	\$ 2,499,890
Total Sources of Funding	\$ 1,485,523	\$ 1,869,971	\$ 2,552,406	\$ 2,499,890
Functional Distribution:				
City Attorney	\$ 1,485,523	\$ 1,869,971	\$ 2,552,406	\$ 2,499,890
Total Distribution	\$ 1,485,523	\$ 1,869,971	\$ 2,552,406	\$ 2,499,890
Full-Time Employees	7	8	8	8



City Council & Treasurer

The City of Vacaville is a general law city with a Council-Manager form of government. The City Council is comprised of seven members, including members representing six districts, and the Mayor who is elected “at large.”

The City Council acts as a legislative and policy-making body. The responsibilities of the City Council are to establish and approve the local laws, policies, and budgets that guide the current operations and future direction of the city. The City Council also serves as the governing body of the Successor Agency to the Redevelopment Agency, Housing Authority, Groundwater Sustainability Agency, and Public Financing Authority of the City of Vacaville, with no additional compensation for their roles on those boards. The City Council appoints the City Manager and the City Attorney.

The City Treasurer is also an at-large, elected position with a four-year term. The responsibility of the City Treasurer is to ensure the proper handling and recording of all municipal funds and oversee the investment of these funds. The legal requirements of the City Treasurer are outlined in the California Government Code: Sections 41001 through 41007, which outline the primary statutory duties of City Treasurer in general law cities. These duties were transferred to the City of Vacaville Finance Director in 1970.

The City Treasurer reviews the monthly investment report to ensure that the Investment Policy of the City of Vacaville remains consistent with the City's Investment Policy objectives, current law, and economic trends. The Investment Policy is presented annually to the City Council.

A general municipal election will be held in November of 2024 for the offices of Districts 1, 3 & 5, as well as City Clerk and City Treasurer.

BUDGET HIGHLIGHTS

The proposed FY24/25 budget is a direct continuation of the FY23/24 budget.



**City of Vacaville
FY2024 - 2025 Budget**

CITY COUNCIL & CITY TREASURER

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
Operating Expenditures:				
Salaries and Benefits	\$ 115,728	\$ 110,424	\$ 105,097	\$ 105,098
Services and Supplies	19,413	23,813	26,082	26,760
One-time Costs	66,998	274,081	499,571	350,000
Total Operating Expenditures	202,139	408,318	630,750	481,858
Net Operating Expenditures	\$ 202,139	\$ 408,318	\$ 630,750	\$ 481,858
Source of Funding:				
General Fund - Discretionary Revenue	\$ 134,790	\$ 134,240	\$ 131,178	\$ 131,858
Measure M	67,349	274,077	499,572	350,000
Total Sources of Funding	\$ 202,139	\$ 408,318	\$ 630,750	\$ 481,858
Functional Distribution:				
City Council	\$ 198,821	\$ 405,000	\$ 627,442	\$ 478,550
Treasurer	3,317	3,317	3,308	3,308
Total Distribution	\$ 202,139	\$ 408,318	\$ 630,750	\$ 481,858
Full-Time Employees	0	0	0	0



City Manager's Office

The City Manager is appointed by the City Council to serve as the chief executive officer of the organization. In addition to providing support to the City Council and administrative direction to City departments consistent with Council policies, the City Manager's Office (CMO) is responsible for intergovernmental relations, government affairs, information technology, public relations, and risk management. The department also responds to all calls to the City's general information phone lines.

Overall, the City Manager's Office oversees the operations of the City in a manner consistent with the City's core values of accountability, responsiveness, innovation, and inclusiveness. A major effort of the Department is focused on ensuring the long-term viability of the community through the development and administration of programs to enhance city revenues, support economic development efforts to generate jobs for our residents, and provide for the overall quality of life for our community.

BUDGET HIGHLIGHTS

The proposed FY24/25 budget supports ongoing efforts within the City Manager's Office to strengthen service delivery to the Council, community, and organization while remaining responsive and proactive to the City's 5-year Strategic Plan Goals and Initiatives. Ongoing funding will enable staff to continue to facilitate, coordinate, and support daily operations as well as an array of special projects and programs designed to efficiently meet the needs of our growing community. These include items such as the Special Events Committee; projects such as Public Records, Gov QA, Neighborhood Associations, and Broadband Planning; as well as ongoing 5-year pilot programs including Equity, Diversity, and Inclusion, and the Council District Benefit Program which are all aimed at furthering enhanced community engagement

Information Technology

The Information Technology Division provides significant support to the City's infrastructure. The Information Technology (IT) Division provides 24/7 technical support for all City employees and computer systems 365 days a year. In addition, staff implement technology projects, provide technical expertise to incorporate newer technologies such as GIS into existing efforts, and promote long-range planning and improvements related to technology within the City. The IT Division is working to implement the Technology Strategic Plan and Geographic Information System (GIS) Master Plan.

The proposed FY24/25 budget includes a budget augmentation for a full-time IT Help Desk Supervisor to manage the IT Help Desk functions, staff, and professional development of the team.

Public Relations

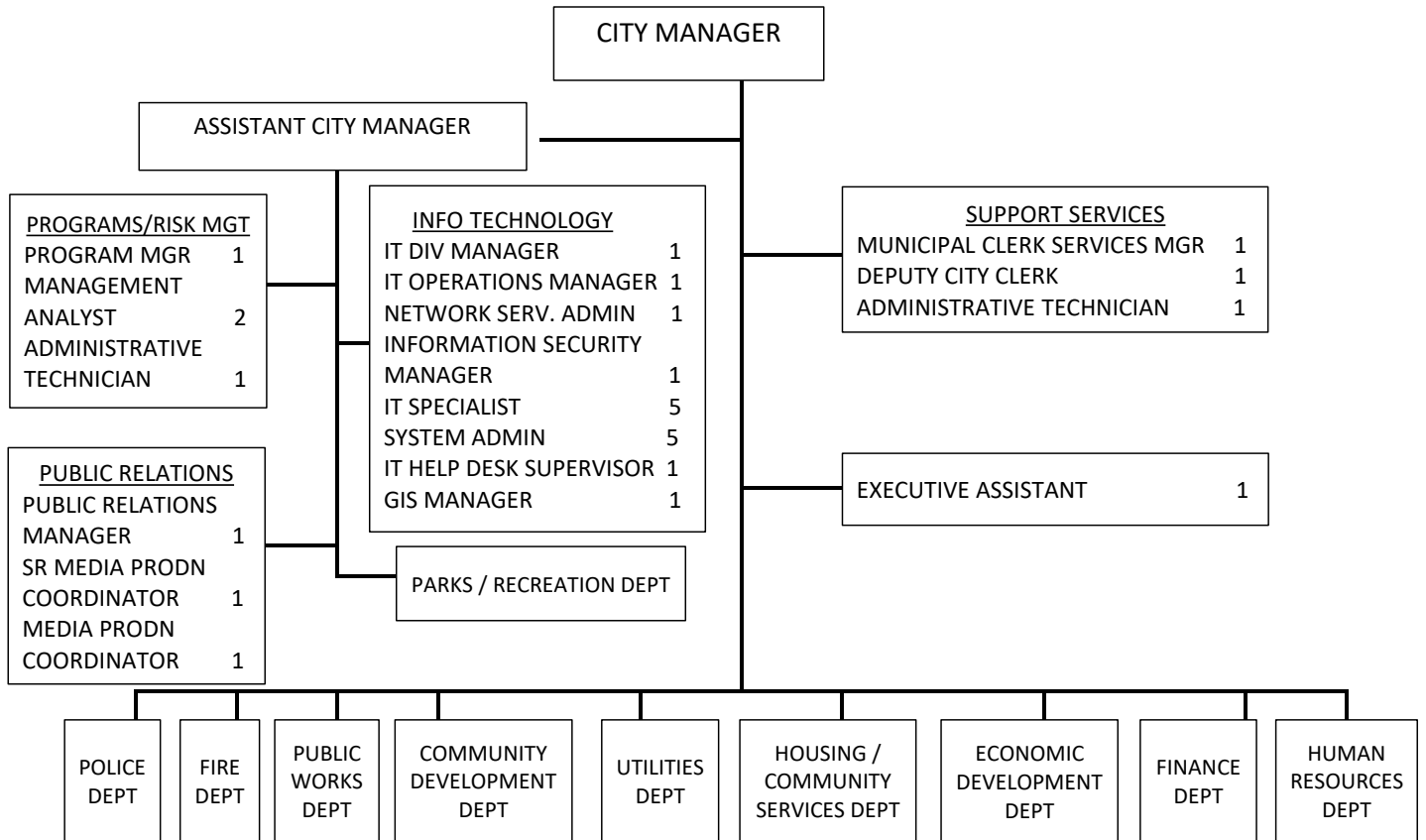
The proposed FY24/25 budget for Public Relations reflects recent restructuring efforts within the Public Relations Division to support enhanced website experience, expanded video content, and increased capacity. These changes include reclassing an existing Media Production Coordinator to a Senior Media Production Coordinator and strategically using part-time staff to develop content for increased engagement with our community. During the upcoming year, the Division will support continued visual content, the full launch of a City website redesign, and the development of a City-wide community engagement strategy and communications plan, aligned with Strategic Plan Goal #5. Collectively, these tools will continue to enhance the City's engagement with residents, businesses, visitors, and stakeholders.

City Clerk

The budget for the City Clerk function, an elected position responsible for coordinating the legislative process, elections, records management, public records requests, supporting the Mayor and City Council, and acting as a liaison between the City Council and the public, is also located in the City Manager's Office.

The proposed FY24/25 non-departmental budget includes a budget augmentation in the amount of up to \$310,000 for the 2024 general election of municipal officers for a term of four years in Districts 1, 3, and 5, as well as the City Treasurer and City Clerk.

CITY MANAGER'S OFFICE



TOTAL FULLTIME POSITIONS 29



**City of Vacaville
FY2024 - 2025 Budget**

CITY MANAGER'S OFFICE

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
Operating Expenditures:				
Salaries and Benefits	\$ 1,928,065	\$ 2,252,587	\$ 2,333,594	\$ 2,478,632
Overtime	7,211	12,302	6,560	6,730
Services and Supplies	299,981	566,077	694,008	716,378
Indirect Costs	80,562	97,684	108,370	121,702
One-time Costs	455,338	67,775	331,936	162,000
Technology Costs	38,169	52,133	30,658	44,313
Total Operating Expenditures	2,809,326	3,048,559	3,505,127	3,529,754
Net Operating Expenditures	\$ 2,809,326	\$ 3,048,559	\$ 3,505,127	\$ 3,529,754
Source of Funding:				
General Fund - Discretionary Revenue	\$ 1,949,224	\$ 2,546,986	\$ 2,822,948	\$ 2,887,556
Measure M	615,940	268,490	450,179	413,416
Special Revenue - PEG Fees	244,162	233,083	232,000	228,782
Total Sources of Funding	\$ 2,809,326	\$ 3,048,559	\$ 3,505,127	\$ 3,529,754
Functional Distribution:				
City Manager/City Clerk	\$ 2,418,889	\$ 2,498,092	\$ 3,108,125	\$ 2,780,155
Communications/Media Officer	390,437	550,467	397,002	749,599
Total Distribution	\$ 2,809,326	\$ 3,048,559	\$ 3,505,127	\$ 3,529,754
Full-Time Employees	13	13	13	13



**City of Vacaville
FY2024 - 2025 Budget**

INFORMATION TECHNOLOGY DIVISION

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
Operating Expenditures:				
Salaries and Benefits	\$ 1,903,032	\$ 1,891,012	\$ 2,369,160	\$ 2,882,458
Overtime	81,348	89,340	95,992	98,488
Services and Supplies	77,907	123,274	349,366	168,640
Indirect Costs	599,424	521,993	705,206	727,200
One-time Costs	-	-	-	-
Technology Costs	50,093	52,133	36,232	44,313
Offset for Telecom Charges to Other Dept's	(537,068)	(426,173)	(596,410)	(596,410)
Total Operating Expenditures	2,174,735	2,251,578	2,959,546	3,324,688
Net Operating Expenditures	\$ 2,174,735	\$ 2,251,578	\$ 2,959,546	\$ 3,324,688
Source of Funding:				
General Fund - Discretionary Revenue	\$ 2,174,735	\$ 2,251,578	\$ 2,959,546	\$ 3,324,688
Total Sources of Funding	\$ 2,174,735	\$ 2,251,578	\$ 2,959,546	\$ 3,324,688
Functional Distribution:				
Information Technology	\$ 2,174,735	\$ 2,251,578	\$ 2,959,546	\$ 3,324,688
Total Distribution	\$ 2,174,735	\$ 2,251,578	\$ 2,959,546	\$ 3,324,688
Full-Time Employees	12	14	15	16



Community Development Department

The Community Development Department is responsible for ensuring a sustainable and vibrant community that supports a high quality of life for residents, businesses, and visitors through the orderly facilitation of community and land development services.

The Department is comprised of the Planning (Current and Advanced) and Building Divisions with core services that include:

- Long range (also known as advanced planning) visioning and planning to help the community realize their land use, environmental, economic, and transportation goals.
- Facilitating the approval of development projects to achieve those goals.
- Inspecting and monitoring development to ensure a safe community environment.

The Department budget has five parts: Administration Division, Building Division, Current Planning Division, Advanced Planning Division, and Planning Commission.

BUDGET HIGHLIGHTS

The Community Development Department expects FY 2024/25 to be driven by major developments and long-range planning initiatives such as Lower Lagoon Valley, the East of Leisure Town Road Growth Area, the Allison Priority Development Area Specific Plan, and launching the Northeast Growth Area Specific Plan. Several major development projects are already in progress that require planning review, building permitting, and inspection services. The Department will continue to focus on supporting implementation of the Downtown Specific Plan, the City's biotechnology and advanced manufacturing strategy, and the Housing Element.

Residential activity associated with production subdivisions is expected to be steady. Lower Lagoon Valley has begun vertical construction and is expected to generate significant demand on City plan review and inspection services. New commercial construction is anticipated as large industrial and life science campuses begin construction, pending the stabilization of interest rates.

The budget includes a General Fund contribution of \$250,000, like the prior fiscal year.

Building

The Building Division provides building permitting and inspection services to protect the health, safety, and welfare of the City by providing information on the building permit process and reviewing compliance with all State and municipal codes as it relates to structural, mechanical, plumbing, electrical, and grading. It is anticipated that building activity will return to normal activity levels, like FY 2021/22.

During FY 2023-24, the Division spent a significant funding on outside plan review and inspection services due to staffing shortages in building inspection and plan review, and the length of time

that it took to recruit and hire the newly approved Plan Check Engineer position. The Plans Examiner position was filled in the second half of the fiscal year—following training and onboarding, this position is expected to decrease the reliance on external plan reviewers by bringing those services in house. The Division is actively working to fill the remaining vacancies and working with production builders on bringing in additional inspection services, to ensure timely building inspection services.

The FY 2023/24 budget included updating the Land Use Management System. Work on the software upgrades will be fully underway in FY24/25. Completion of this project is intended to reduce inefficiencies in the project tracking process and to increase collaboration across the departments and divisions who participate in development review activities, ultimately improving customer service.

The FY 2024/25 budget includes a proposal for a Senior Building Inspector since the sustained demand for inspections has consistently exceeded the services that can be provided at the current staffing levels. A Senior Building Inspector will allow the division to prevent inspection backlog and maintain normal inspection timeframes. The Senior Building Inspector position will also allow the opportunity for the professional growth of subordinate building inspection staff.

Planning

The Planning Division is comprised of advanced planning and current planning activities. Current planning staff provides the community with comprehensive services for customers needing land use information as it relates to policies, ordinances, regulations, and interpretation of the Land Use and Development (Zoning) Code; current planning staff process development applications while facilitating public involvement. Advanced planning, otherwise known as long range planning, focuses on the development, monitoring, updating, and integration of policies to achieve citywide goals as it relates to (but not limited to) land use, housing, economic development, transportation, and environment. Both divisions serve as the staff liaison to the Planning Commission.

New development review activity continues with residential construction all over the City including Lower Lagoon Valley, Roberts' Ranch, Villages at Vanden Meadows, and several other noteworthy production home developments. Commercial and industrial projects, including hotels and business parks, are also under review, along with community projects to improve Downtown.

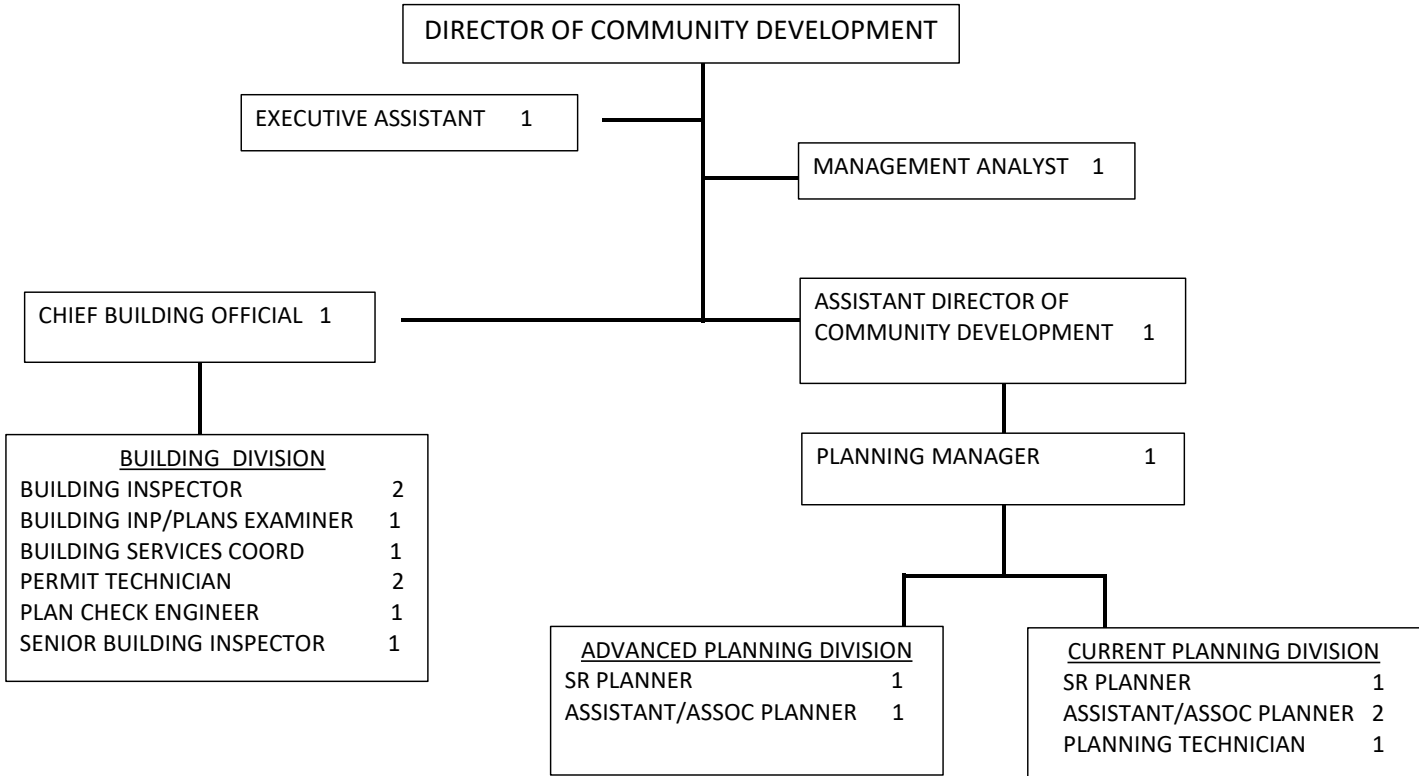
For FY 2024/25, the Planning staff will continue to focus on major projects and initiatives consistent with the City Council's Strategic Plan goals which include but are not limited to:

- Coordinating with the Economic Development Department in the delivery of the Biotechnology fast-track program to expedite the development review process for this target industry.
- Coordinating and completing the building permit review for the 22-acre Transwestern Ventures Campus.

- Executing timely review of large and complex residential and commercial development projects.
- Pursuing ongoing construction management and inspection of major industrial developments.
- Continuing to augment the department with new or improved technology that will enhance the customer experience and employee efficiency.
- Responding to increase in building inspection demand for all types of development.
- Implementing the Downtown Specific Plan.
- Implementing the Housing Element as required by State law.
- Providing CEQA support for City Departments.

The activities summarized above support overall enhancement of the community. The department's tasks mesh well with the City's Strategic Plan initiatives to articulate an economic development strategy, promote housing for all, manage the impacts from growth, and encourage community engagement.

COMMUNITY DEVELOPMENT DEPARTMENT



TOTAL FULLTIME POSITIONS 20

**City of Vacaville
FY2024 - 2025 Budget**

COMMUNITY DEVELOPMENT DEPARTMENT

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
Operating Expenditures:				
Salaries and Benefits	\$ 2,846,002	\$ 3,388,124	\$ 3,864,144	\$ 4,204,539
Overtime	15,202	9,849	8,420	8,638
Services and Supplies	887,298	1,062,778	1,782,720	2,055,986
Indirect Costs	384,529	744,288	358,606	244,312
One-time Costs	35,072	-	1,352,200	152,200
Technology Costs	69,176	73,460	44,593	62,441
Total Operating Expenditures	4,237,279	5,278,499	7,410,683	6,728,116
Internal Cost Allocation	465,595	485,150	508,925	522,157
Net Operating Expenditures	\$ 4,702,874	\$ 5,763,649	\$ 7,919,608	\$ 7,250,273
Source of Funding:				
Building Related Fund Revenue	\$ 3,433,545	\$ 5,377,141	\$ 4,206,030	\$ 4,143,029
Special Project Revenue	110,014	221,979	159,110	148,088
General Plan Fee	116,792	174,929	143,000	143,324
Special Revenue - Other Grants	375,157	617,819	1,436,605	1,357,381
Measure M	49,488	-	-	-
Transfer In - General Fund	500,000	502,055	250,000	250,000
Bldg- Related Fund Bal.	117,878	(1,130,274)	1,724,863	1,208,451
Total Sources of Funding	\$ 4,702,874	\$ 5,763,649	\$ 7,919,608	\$ 7,250,273
Functional Distribution:				
Administration	\$ 601,236	\$ 776,751	\$ 607,098	\$ 679,431
Current Planning Division	982,886	1,231,879	1,338,857	1,405,153
Building Division	1,499,673	1,905,482	3,496,803	2,932,276
Advanced Planning	807,738	701,852	795,833	869,365
Planning Commission	54,528	52,557	68,753	70,419
Planning Projects	446,681	546,338	1,464,464	1,293,630
Transfers Out	310,133	548,790	147,800	-
Total Distribution	\$ 4,702,874	\$ 5,763,649	\$ 7,919,608	\$ 7,250,273
Full-Time Employees	16	18	19	20



Economic Development Department

The Economic Development Department continues to advance both general and targeted efforts to attract and grow businesses that provide economic opportunities to citizens in Vacaville. These efforts are consistent with Council's first priority strategic initiative: Articulate a Current Economic Development Program. The Department is actively implementing the action items identified in the COVID-19 Economic Recovery strategy, and the Biotechnology & Advanced Manufacturing strategy, which received a 2024 Award of Merit from the California Association of Local Economic Development.

To support the local talent pipeline the Department has expanded relationships with Solano College, Workforce Development Board of Solano County, California Biomanufacturing, and LifeSpace Labs to develop workforce readiness programs to meet the workforce needs of local industries. Working in partnership with the Workforce Development Board of Solano County, a consortium was formed with the City's workforce partners to apply for a workforce readiness grant from Jobs for the Future, a national nonprofit that drives transformation of the U.S. education and workforce systems to achieve equitable economic advancement for all. Our consortium was awarded grant funding to develop workforce readiness programs to prepare Solano County residents for the jobs of the future. These grant funds were awarded to only 20 public agencies in the U.S.

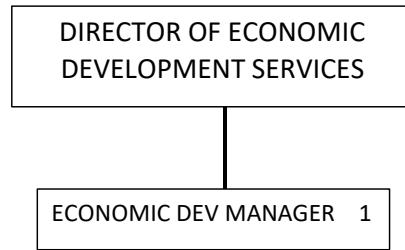
General efforts of the Department include site visits to promote business retention, expansion, and attraction efforts as well as providing resources to support all businesses, large and small. This is done through targeted national marketing and advertising that increases awareness of Vacaville as a location for high value industries, as well as through local and national media/publications that promote shopping locally.

BUDGET HIGHLIGHTS

The proposed FY24/25 budget remains a combination of Measure M and General Fund and has been refined to address the continued implementation of the City's strategic plan and to plan for the City's economic growth. As industries develop so do the opportunities for our local economy. Many new opportunities complement the target industries of the City's Biotechnology and Advanced Manufacturing Strategy, a multi-year effort authorized by the Council in June of 2019.

Efforts to continue developing the City's bioecosystem, and attract advanced manufacturing, their associated supply chain companies and industry support services are underway. As a result of the recruitment of a life science incubator and the arrival of Lonza, the City now has a growing life science start-up business community and a more robust bioecosystem. These new additions will help attract more investment to the City of Vacaville.

**ECONOMIC DEVELOPMENT SERVICES
DEPARTMENT**



TOTAL FULLTIME POSITIONS 2

**City of Vacaville
FY2024 - 2025 Budget**

**ECONOMIC DEVELOPMENT
SERVICES DEPARTMENT**

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
Operating Expenditures:				
Salaries and Benefits	\$ 500,478	\$ 513,409	\$ 536,429	\$ 565,824
Overtime	-	-	-	-
Services and Supplies	153,353	435,898	450,232	461,938
Indirect Costs	-	18,401	18,212	21,600
One-time Costs	26,918	86,250	-	-
Technology Costs	-	-	-	-
Total Operating Expenditures	680,749	1,053,958	1,004,873	1,049,362
Net Operating Expenditures	\$ 680,749	\$ 1,053,958	\$ 1,004,873	\$ 1,049,362
Source of Funding:				
General Fund - Discretionary Revenue	\$ 365,184	\$ 415,629	\$ 438,890	\$ 468,015
Measure M	315,565	638,329	565,983	581,347
Total Sources of Funding	\$ 680,749	\$ 1,053,958	\$ 1,004,873	\$ 1,049,362
Functional Distribution:				
Economic Development	\$ 680,749	\$ 1,053,958	\$ 1,004,873	\$ 1,049,362
Total Distribution	\$ 680,749	\$ 1,053,958	\$ 1,004,873	\$ 1,049,362
Full-Time Employees	2	2	2	2



Finance Department

The Finance Department is responsible for the financial accounting and reporting systems; city-wide budget preparation and administration; purchasing, accounts payable, and accounts receivable; water meter reading, utility billing, and collection; and business license administration. Finance manages the cash and investment portfolio, as well as ongoing administration of the City's long-term debt transactions and community facilities districts. The Finance Department has received state and national awards for excellence in financial reporting for the past 30 years. The Finance Department is a service-oriented Department with a focus on providing excellent customer service.

BUDGET HIGHLIGHTS

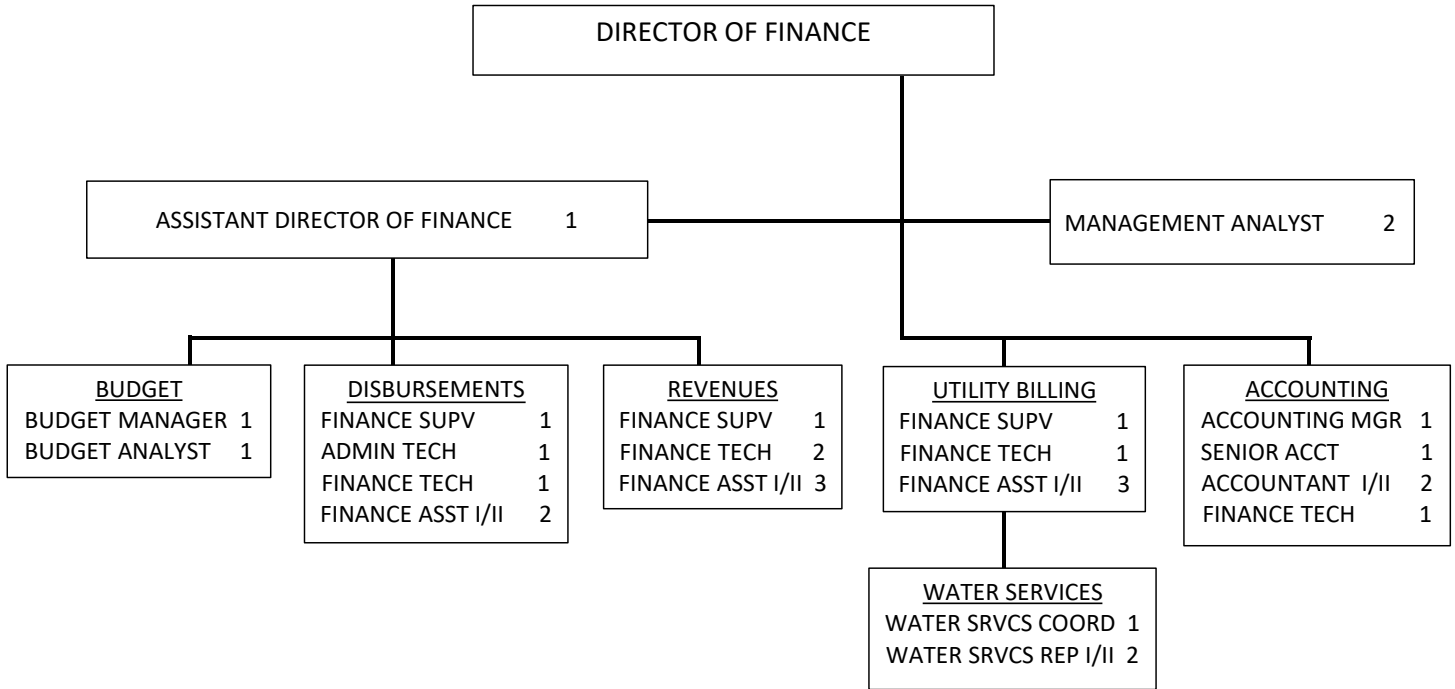
In addition to City departments, the Finance Department provides services to two outside agencies: revenue accounting and invoice processing for Solano Transportation Authority (STA) and accounting services to Community Action Partnership Solano (CAP Solano). In partnership with the Human Resources Department, these activities will generate approximately \$70,000 in revenue.

In the upcoming fiscal year, Finance will continue to work on furthering its transparency efforts and improving the customer service experience by completing the relaunch of the budget and expense transparency portal, Socrata. This will give users a more inclusive, up-to-date look into the City's financial operations. Additionally, furthering our customers' ability to make online payments for all City services remains a goal of the Department.

This year's proposed budget includes a portion of the annual expenses associated with the Tyler/Munis Software. With the successful completion of the implementation phase, the Finance Department will now incorporate some of the ongoing expenses related to the software into its budget. The upgraded software system offers enhanced security measures and has streamlined processes by eliminating manual and redundant tasks, thereby fostering operational efficiencies citywide.

The Finance Department will be instrumental in continuing the efforts of Strategic Plan Initiative 4A (Ensure Fiscal Sustainability), especially in this current period of economic uncertainty.

FINANCE DEPARTMENT



TOTAL FULLTIME POSITIONS 30

**City of Vacaville
FY2024 - 2025 Budget**

FINANCE DEPARTMENT

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
Operating Expenditures:				
Salaries and Benefits	\$ 3,410,875	\$ 3,883,967	\$ 4,655,139	\$ 4,742,223
Overtime	1,893	3,096	3,345	3,432
Services and Supplies	325,709	650,562	519,591	557,233
Indirect Costs	139,635	190,699	205,905	240,123
One-time Costs	-	-	-	-
Technology Costs	104,956	111,374	66,890	94,668
Total Operating Expenditures	3,983,067	4,839,699	5,450,870	5,637,679
Net Operating Expenditures	\$ 3,983,067	\$ 4,839,699	\$ 5,450,870	\$ 5,637,679
Source of Funding:				
General Fund - Discretionary Revenue	\$ 3,883,955	\$ 4,624,106	\$ 5,250,870	\$ 5,412,679
General Fund - Functional Revenue	99,112	215,593	200,000	225,000
Total Sources of Funding	\$ 3,983,067	\$ 4,839,699	\$ 5,450,870	\$ 5,637,679
Functional Distribution:				
Finance Administration	\$ 1,360,460	\$ 1,780,444	\$ 1,728,136	\$ 1,860,272
General Accounting	1,538,673	1,798,222	2,287,304	2,332,032
Revenue and Disbursements	1,083,934	1,261,032	1,435,429	1,445,169
Total Distribution	\$ 3,983,067	\$ 4,839,699	\$ 5,450,870	\$ 5,637,473
Full-Time Employees	28	30	30	30



Fire Department

The Vacaville Fire Department (VFD) provides community risk reduction and emergency services to the City of Vacaville. Community risk reduction services include fire prevention, code compliance, construction plan review, construction inspections, fire investigations, and fire and life safety public education. VFD firefighters are all-risk emergency responders and provide a variety of services including fire suppression, emergency medical services, ambulance transport, hazardous materials response, technical rescue, water rescue, and any other non-fire emergency response. VFD's emergency medical transport serves the City of Vacaville as well as 160 square miles of unincorporated area adjacent to the city.

Call volume increased to 13,010 total fire and emergency medical service (EMS) incidents in 2023, as compared to 12,754 incidents in 2022. This was an increase of 2%. Medical emergency incidents also continued to rise to 9,635 incidents in 2023 from 9,572 incidents in 2022. Additionally, overall unit responses increased to 25,121 in 2023 from 23,974 in 2022.

BUDGET HIGHLIGHTS

Apprentice Program

Beginning in FY 22/23 the Fire Department implemented an Apprentice Firefighter Program. This program created a pathway to develop firefighter and firefighter-paramedic candidates in-house. Recruitment was primarily of local youth, including those that had been successful in the Department's Fire Explorer Program. Moving into FY 24/25, participants will work in the Fire Department while being provided the training, education, and experience required to become journey-level fire service professionals. Additionally, some of our Apprentices will be given the opportunity to attend paramedic school to enhance their skillset and provide greater service to our community.

Fire Prevention Supervisor

As the city continues to grow at an exponential rate, the demand for the services provided by the VFD Prevention Division has grown as well. The Prevention Division is responsible for conducting inspections and overseeing compliance for all business and new development within the city. Due to the growing demand for service, the Prevention Division will be expanding by a single full-time equivalent position in FY 24/25 with the addition of the Fire Prevention Supervisor position. This position will work within our Fire Prevention Division under the oversight of the Fire Marshal and provide plan review and inspection services on new residential, commercial, and industrial development.

Handtevy Software

In FY 24/25, VFD will enhance the service we provide to our pediatric patients with the addition

of Handtevy Software. This software will be used by ambulance staff to provide calculated medication dosages during critical incidents. Handtevy is a valuable tool that will reduce the chances of medication mis-dosage for our pediatric patients.

FY 24 Academy

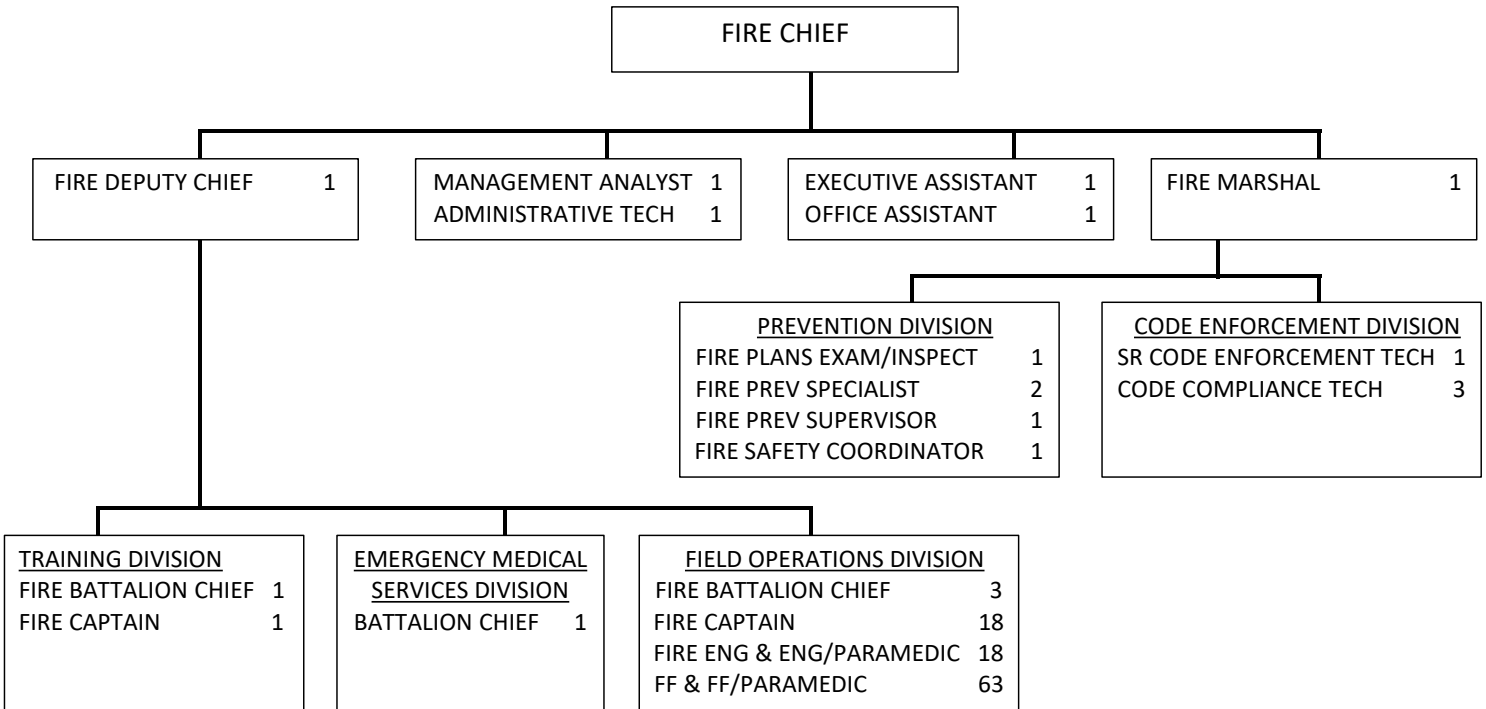
The Fire Department will be holding a 16-week in-house academy for new hires beginning in FY 24/25. The new hires are required to fill existing vacancies and anticipated retirements. The academy is allocated \$410,200 to pay for backfill and overtime costs associated with assigning field personnel – on temporary assignment – to teach the academy, as well as for costs related to personal protective equipment, course materials, certificates, and training.

Strategic Plan Goals

The Fire Department will focus on many of the goals outlined in the City's Strategic Plan. Primarily on Goal 1, to ensure public safety and evaluate staffing models and facility demands to meet future service delivery needs. Additionally, Goal 4, to maintain effective and efficient services. And lastly, Goal 5, to promote community engagement and increased equity and inclusion.

VFD is actively addressing each of these goals. We have begun a Standards of Cover and Community Risk Assessment study to evaluate the effectiveness of our services and to determine the best deployment of our resources. Additionally, the department, in conjunction with the Public Works Department, has recently completed a fleet study aimed at addressing the on-going maintenance and replacement needs of our aging fleet. Through these efforts, and the superior service provided by department personnel Vacaville Fire Department will continue to address the goals above.

FIRE DEPARTMENT



TOTAL FULL TIME POSITIONS 121



**City of Vacaville
FY2024 - 2025 Budget**

FIRE DEPARTMENT

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
Operating Expenditures:				
Salaries and Benefits	\$ 26,075,764	\$ 28,613,763	\$ 33,149,031	\$ 38,150,015
Overtime plus Offset*	4,688,983	5,037,950	1,540,692	1,580,751
Services and Supplies	1,308,121	1,912,236	1,615,221	1,925,664
Indirect Costs	1,737,743	2,180,349	2,149,532	2,905,749
One-time Costs	80,705	279,104	1,176,547	464,032
Technology Costs	286,245	298,578	183,946	253,791
Total Operating Expenditures	34,177,561	38,321,980	39,814,971	45,280,002
Net Operating Expenditures	\$ 34,177,561	\$ 38,321,980	\$ 39,814,971	\$ 45,280,002
Source of Funding:				
General Fund - Discretionary Revenue	\$ 15,055,322	\$ 17,155,762	\$ 17,955,073	\$ 22,521,071
General Fund - Functional Revenue	697,433	808,521	609,750	611,500
General Fund - Public Safety Equipment	21,970	243,818	400,000	400,000
Measure M	1,597,792	2,002,731	2,529,234	2,763,730
Community Facilities District (CFD's)	3,569,094	3,740,321	4,059,821	4,333,701
IGT & GEMT	942,067	2,170,581	1,250,000	1,750,000
Grants	14,733	14,114	-	-
EMS Revenue (taxes and chgs for svc)	12,293,884	12,200,248	13,011,093	12,900,000
Total Sources of Funding	\$ 34,177,561	\$ 38,321,980	\$ 39,814,971	\$ 45,280,002
Functional Distribution:				
Administration	\$ 1,139,557	\$ 1,665,063	\$ 1,619,634	\$ 1,728,044
Dispatch (20% of total dispatch)	739,344	805,755	980,659	1,017,827
Fire Prevention/Public Ed/Code	1,317,204	1,556,117	1,629,764	2,884,568
Fire Operations	14,262,384	16,544,310	18,001,751	19,017,745
Training	546,959	654,313	563,884	579,031
Emergency Medical Services	16,172,114	17,096,421	17,019,279	20,052,786
Total Distribution	\$ 34,177,561	\$ 38,321,980	\$ 39,814,971	\$ 45,280,002
Full-Time Employees	100	111	120	121

*Offset is in actual, not adopted or projected budgets.



Housing and Community Services Department

The Department of Housing and Community Services (DHCS) takes great pride in its role in improving the quality of life for Vacaville's residents. This work is accomplished through three divisions: Administration Division, Housing Division, and Community Services Division. In addition, the Department completes special projects. The following provides a brief overview of the DHCS work and FY 2024-2025 budget highlights.

Administration

The Administration Division is responsible for department-wide office management and administrative activities. This includes, but is not limited to: grant fiscal oversight through quality control and program regulatory compliance monitoring; tracking and monitoring administrative contracts; coordinating recruitment, hiring, orientation, personnel actions; ensuring Department/City policies and procedures are followed; assisting in staff training (development opportunities/ performance evaluation feedback/workflow processes); maintaining operational efficiencies and records of department actions/functions (e.g. accounts payable/receivable, maintenance agreements, purchasing cards; meetings/agendas, etc.), and providing "first contact" customer services to callers and front counter customers.

Housing

The Housing Division includes all housing related programs:

- Vacaville Housing Authority (VHA) has been funded by the U.S. Department of Housing and Urban Development (HUD) since 1976. The VHA is a Move to Work Agency which allows the VHA to implement activities, such as the Landlord Incentive program, that improve program success and administrative efficiency. Staff administers the Housing Choice Voucher (Section 8), Family Self-Sufficiency, and Homeownership Programs. A portion of Housing Choice Voucher funding is allocated to special programs: Family Unification Program, Veterans Affairs Supportive Housing Vouchers, Mainstream Housing Vouchers, and Emergency Housing Vouchers. These programs improve living conditions and promote self-reliance for over 1,000 very low-income Vacaville households each month, investing approximately \$13M in the Vacaville rental market.
- Administer the same HUD Section 8 programs for Solano County through a contract for services. The Solano County Housing Authority (SCHA) program is significantly smaller than Vacaville's program, serving over 200 very low-income households in the Cities of Dixon and Rio Vista and in the unincorporated areas of Solano County each month.
- The HUD certified Housing Counseling Center works to provide residents with as much information and education as possible to help them succeed in the areas of homeownership, financial literacy, and obtaining and maintaining rental housing.
- Affordable Housing Programs include: monitor prior and implement new first time homebuyer down payment assistance loan programs; monitor, preserve, and support new construction of affordable rental and homeownership housing; implement components of the Housing Strategy and Housing Element, etc.

Community Services

The Community Services Division is responsible for: administering the Community Development Block Grant Program through annual entitlement funding from HUD including: overseeing Facility

Use and Services Subaward Agreements for youth development programs;; beginning preparation of the 2025-2030 CDBG Consolidated Plan and Analysis of Impediments to Fair Housing; assisting with City homelessness initiatives, projects, and programs; implementing the City ARPA funded Non-Profit Grant Program; implementing applicable Housing Element Programs; and oversight of contracts to administer grants on behalf of the Community Action Partnership Joint Powers Authority (CAP Solano, JPA - A portion of salaries and benefits for work on JPA activities are funded through available administrative grant funding provided through the JPA).

Special Projects

Special Projects are implemented by the DHCS as appropriate. This includes the work necessary to “wind down” the former RDA by ensuring payment of “enforceable obligations,” interacting with the state and county on former RDA financial and related matters and preparing and providing documentation and information to the State Department of Finance and Controller’s Office and Solano County Auditor-Controller’s (SCAC) office as requested or required. In addition, in partnership with Public Works, the DHCS implements a \$6.7M State Parks Grants Capital Improvement Project for development of a new park and community center on Brown St. The DHCS also sponsors the Mariposa Neighborhood Center Building Improvements, small dog park, and playground development.

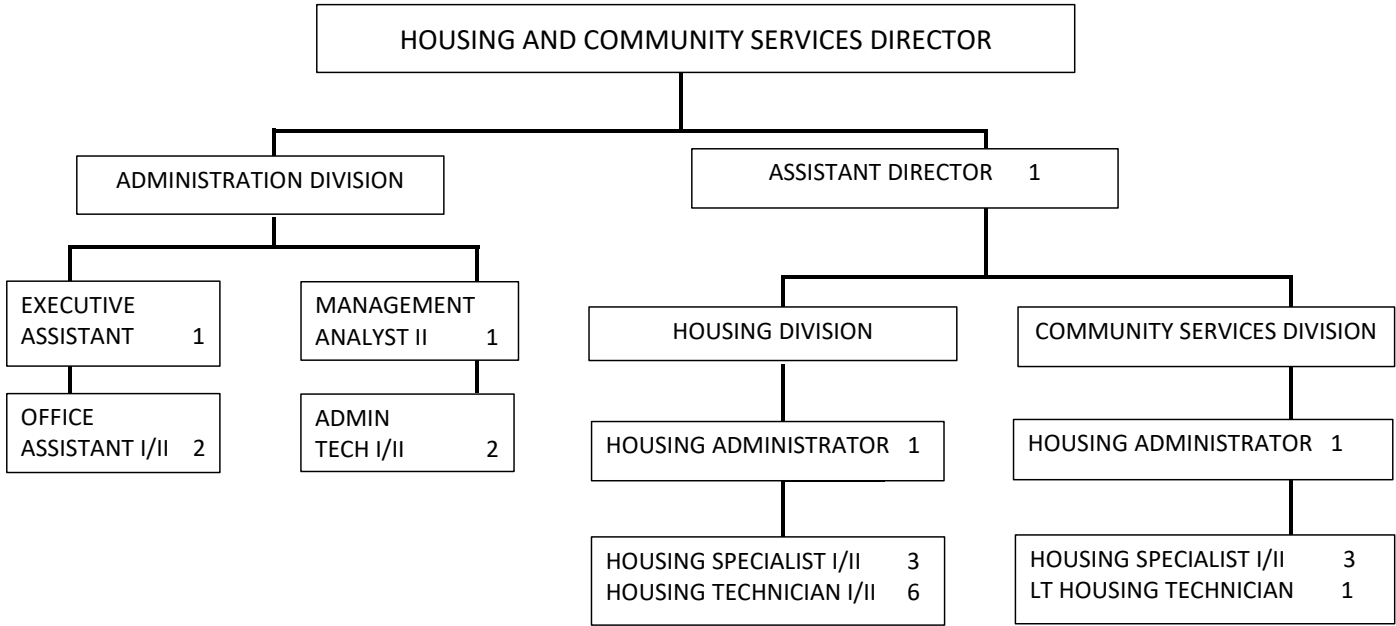
BUDGET HIGHLIGHTS:

The DHCS budget includes one new position. The new Housing Administrator position will support the implementation of certain 2023-2031 Housing Element programs as well as oversee affordable housing monitoring, the housing counseling agency, and the CDBG program. Adding this additional staff person requires adding space at the Buck-Eldridge Social Services Center. Therefore, the DHCS budget also includes funding to clean up a portion of Suite 10 located at the Center that has been vacant for many years. This project will include items such as new paint, carpet, and lighting in order for staff to be able to move in.

This budget year, the Department will also implement a grants management software program. Implementing grant management software will increase efficiency, productivity, and accuracy for several City grants and programs such as: CDBG, non-profit grants, HOME, Sidewalk Repair Grant Program, CAP Solano JPA, affordable rent restrictions, low-income housing loan portfolio monitoring, and new programs/grants that may be implemented.

The Housing and Community Services Department contributes to the City’s Strategic Plan Goal 3, Protect Vacaville’s Quality of Life.

HOUSING AND COMMUNITY SERVICES DEPARTMENT



TOTAL FULLTIME POSITIONS 23



**City of Vacaville
FY2024 - 2025 Budget**

**HOUSING, LOAN PROGRAMS & CDBG
DEPT OF HOUSING SERVICES**

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
Operating Expenditures:				
Salaries and Benefits	\$ 2,348,404	\$ 2,693,654	\$ 3,678,442	\$ 3,479,507
Overtime	4,139	3,212	3,599	3,795
Services and Supplies	16,758,171	19,968,876	25,571,524	23,906,964
Indirect Costs	181,712	608,885	8,017,851	7,890,056
One-time Costs	-	-	-	550,652
Technology Costs	68,080	68,720	41,806	56,412
Total Operating Expenditures	19,360,506	23,343,347	37,313,223	35,887,386
Internal Cost Allocation	253,109	263,740	276,668	283,861
Net Operating Expenditures	\$ 19,613,615	\$ 23,607,087	\$ 37,589,891	\$ 36,171,248
Source of Funding:				
General Fund - Discretionary Revenue	\$ -	\$ -	\$ 140,409	\$ 136,954
Special Revenue - HUD Rental Assist	14,298,465	17,086,211	18,900,855	21,317,111
Special Revenue - Solano County*	2,934,144	4,059,193	4,335,859	4,638,247
Special Revenue - CDBG	356,672	554,138	805,926	1,041,725
SR - Successor Housing Agency	703,532	714,088	901,249	921,961
Home Investment Grant	258,582	289,173	-	-
Other Grants	253,493	124,043	307,607	200,720
Prior Year Carryovers/Repayments	808,727	780,241	12,197,985	7,914,529
Total Sources of Funding	\$ 19,613,615	\$ 23,607,087	\$ 37,589,891	\$ 36,171,248
Functional Distribution:				
CDBG Programs	365,517	\$ 478,208	\$ 1,675,819	\$ 1,180,841
Housing Assistance Programs	15,179,528	17,237,713	18,940,855	21,216,457
Housing Counseling	-	-	-	-
County Housing Assistance Program*	3,013,890	3,621,165	4,445,716	4,612,024
Successor Housing Agency	923,515	1,073,739	9,231,693	8,961,206
Other Housing Grant Programs	131,165	1,196,262	3,295,808	200,720
Total Distribution	\$ 19,613,615	\$ 23,607,087	\$ 37,589,891	\$ 36,171,248
* Solano County Housing Authority contracts with Vacaville Housing Authority to administer the County's rental assistance program.				
Full-Time Employees	20	22	22	23



**City of Vacaville
FY2024 - 2025 Budget**

SUCCESSOR AGENCY

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
Operating Expenditures:				
Salaries and Benefits	\$ 197,674	\$ 195,192	\$ 195,192	\$ 195,192
Services and Supplies	21,509	10,839	40,808	41,270
Indirect Costs	6,842	7,275	7,122	8,130
ROPS Obligations	4,705,914	4,744,687	6,493,959	6,346,905
Technology Costs	-	2,000	2,000	2,000
Total Operating Expenditures	4,931,939	4,959,993	6,739,081	6,593,497
Internal Cost Allocation	35,700	35,000	35,000	35,000
Net Operating Expenditures	\$ 4,967,639	\$ 4,994,993	\$ 6,774,081	\$ 6,628,497
Source of Funding:				
Property Tax	\$ 4,717,639	\$ 2,120,962	\$ 1,105,605	\$ 3,335,277
Administration	250,000	250,000	250,000	250,000
Reserve Funds/Other Income	0	2,624,031	5,418,476	3,188,804
Total Sources of Funding	\$ 4,967,639	\$ 4,994,993	\$ 6,774,081	\$ 6,628,497
Functional Distribution:				
Successor Agency Obligations	\$ 4,717,639	\$ 4,744,993	\$ 6,524,081	\$ 6,378,497
Successor Agency Administration	250,000	250,000	250,000	250,000
Total Distribution	\$ 4,967,639	\$ 4,994,993	\$ 6,774,081	\$ 6,628,497
Full-Time Employees	0	0	0	0

Full-Time Employees are included in Housing Services Department.



Human Resources Department

The Human Resources Department provides recruitment, classification, salary, and benefits administration, payroll, workers compensation, safety, training and development, and labor and employee relations services. The Human Resources Department is a service-oriented Department with a focus on providing excellent customer service.

BUDGET HIGHLIGHTS

Human Resources (HR) continues to work with all departments to fill the 60+ current vacancies. HR hired 273 new employees (full and part-time) in 2023 and screened over 5,000 applications.

HR will be instrumental in continuing the efforts of Strategic Plan initiatives 4C (Build a Positive Organizational Culture and Workforce) and 4A (Ensure Fiscal Sustainability). This includes robust citywide training opportunities such as the 10-month-long Leadership Program that brings 25 of the City's emerging leaders together attending monthly training workshops and collaborating on group projects with citywide impact. The current class is scheduled to graduate in September of 2024.

HR recently developed and trained all supervisory staff on an update to the annual performance evaluation process to a model that provides continuous and intentional feedback and coaching. This new process also integrates with our HRIS system to make the process paperless.

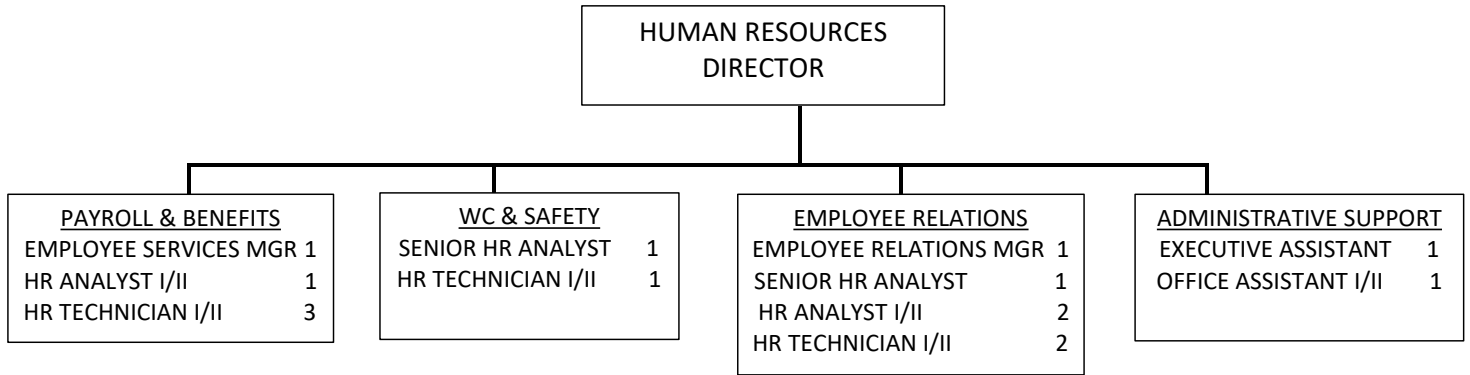
The HR Department continues to work with Solano Diversified Services in a partnership to provide work opportunities for developmentally disabled adults through the new "City Aide Program".

HR facilitated career development workshops for over 150 current employees, college interns, summer at City Hall participants, and local high school students.

The HR Department provides human resources and payroll services for Solano Transportation Authority (STA) and partners with the Finance Department to generate approximately \$70,000 in annual revenue for the City.

Human Resources is in the beginning phases of labor negotiations with six unions (contract expiration dates are October 31, 2024).

HUMAN RESOURCES DEPARTMENT



TOTAL FULLTIME POSITIONS 16

**City of Vacaville
FY2024 - 2025 Budget**

HUMAN RESOURCES DEPARTMENT

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
Operating Expenditures:				
Salaries and Benefits	\$ 1,749,975	\$ 2,097,150	\$ 2,540,965	\$ 2,659,548
Hiring Incentive	-	96,429	155,000	265,000
Overtime	3,221	1,116	5,245	5,381
Services and Supplies	252,600	289,168	506,189	569,971
Indirect Costs	41,306	66,454	94,146	102,434
One-time Costs	-	-	-	-
Technology Costs	59,119	19,514	13,006	16,587
Total Operating Expenditures	2,106,220	2,569,831	3,314,551	3,618,921
Net Operating Expenditures	\$ 2,106,220	\$ 2,569,831	\$ 3,314,551	\$ 3,618,921
Source of Funding:				
General Fund - Discretionary Revenue	\$ 2,012,088	\$ 2,527,531	\$ 3,274,551	\$ 3,574,021
General Fund - Functional Revenue	41,000	42,300	40,000	44,900
Total Sources of Funding	\$ 2,106,220	\$ 2,569,831	\$ 3,314,551	\$ 3,618,921
Functional Distribution:				
Human Resources	\$ 2,106,220	\$ 2,569,831	\$ 3,314,551	\$ 3,618,921
Total Distribution	\$ 2,106,220	\$ 2,569,831	\$ 3,314,551	\$ 3,618,921
Full-Time Employees	13	15	16	16



Non-Departmental

The Non-Departmental budget funds operating costs of a general nature, not associated with a particular department. Examples include property tax administration charges imposed by the County; museum maintenance support; membership dues for the League of California Cities and ABAG; animal shelter and animal control costs; utilities costs not associated with a particular department; employee training programs; and the employee assistance program. The Non-Departmental budget includes a \$150,000 contribution to the library (allocated from Measure I revenues) and \$432,938 for the Motorola radio system contract and the maintenance of the Butcher Road tower site lease.

BUDGET HIGHLIGHTS

The proposed FY24/25 budget includes approximately \$249,000 for County property tax administration fees. In addition, \$1,448,656 is included for the City's portion of animal control services with \$89,477 for capital improvement contribution, \$619,683 for shelter services, and \$739,496 for animal control which includes the \$300,000 proposed augmentation for increased shelter costs. The approximately \$5 million total capital cost for the shelter was amortized over 15 years and is spread to the cities and County based on their pro-rata share of facility use.

The Non-Departmental budget also includes over \$559,369 in memberships and contributions to various organizations including, the Vacaville Museum, Solano Economic Development Corporation, Vacaville Chamber of Commerce, and the Small Business Development Center, as well as the Travis Community Consortium and the Local Agency Formation Commission (LAFCO), Downtown Vacaville Business Improvement District (DVBID). Included in this budget is a \$75,000 budget augmentation for DVBID bringing the total annual contribution to \$150,000.

The FY24/25 budget includes citywide costs related to Homeless Services for a total of approximately \$372,000 from Measure M as a community enhancement program. The proposed budget includes \$25,050 for Temporary Assistance Hotel Rooms; \$57,195 for Mental Health/Outreach Services; \$28,598 for Public Works Homeless Site Remediation, \$171,586 for sheltering services through Shelter Solano; and \$89,718 for contract services to work with our Community Response Team to remediate homeless encampments in Vacaville.



**City of Vacaville
FY2024 - 2025 Budget**

NON-DEPARTMENTAL

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
Operating Expenditures:				
Salaries and Benefits	\$ 106,838	\$ 2,204,595	\$ 2,285,349	\$ -
Services and Supplies	2,247,187	2,424,010	3,570,000	3,030,884
Indirect Costs	901,556	906,600	1,003,064	1,095,646
One-time Costs	881,593	927,947	1,256,119	1,432,616
Technology Costs	21,468	21,327	26,120	18,128
Total Operating Expenditures	4,158,643	6,484,479	8,140,652	5,577,275
Net Operating Expenditures	\$ 4,158,643	\$ 6,484,479	\$ 8,140,652	\$ 5,577,275
Source of Funding:				
General Fund - Discretionary Revenue	\$ 3,707,755	\$ 4,019,002	\$ 5,577,935	\$ 5,205,128
Measure M	450,888	2,465,477	2,562,717	372,147
Total Sources of Funding	\$ 4,158,643	\$ 6,484,479	\$ 8,140,652	\$ 5,577,275
Functional Distribution:				
Non-Departmental - General	\$ 2,716,408	\$ 5,077,780	\$ 6,578,548	\$ 4,409,408
Technology	745,911	815,674	534,503	212,782
Homeless Services	330,160	265,477	362,717	372,147
Radio System	216,164	175,549	514,884	432,938
Library Subsidy	150,000	150,000	150,000	150,000
Total Distribution	\$ 4,158,643	\$ 6,484,479	\$ 8,140,652	\$ 5,577,275
Full-Time Employees	0	0	0	0



Parks & Recreation Department

The Parks and Recreation Department offers a wide range of recreational programs and special events for residents of all ages and abilities, as well as operating the City's community centers, aquatic center, sports center, parks and performing arts theatre. For budgeting purposes, the activities of the Parks and Recreation Department are grouped into four categories: Administration, Programs, Facilities and Community Well-being Programs. The latter three categories have different goals for cost recovery.

Administration

The Administration category supports a variety of activities related to programs, facilities, and projects. Some items include park planning; project management; the production, printing, and mailing of the Events Guide; part-time registration staff; recreation management; registration software system management; and department wide technology administration. In addition, administrative staff cultivate and maintain important relationships by acting as liaisons to a variety of community organizations and City governing bodies such as the Parks and Recreation Commission and the Arts Advisory Committee.

Facilities

The Facilities category is comprised of buildings, fields, and parks used for events, programs, trainings, meetings and private rentals. Facilities include the Vacaville Performing Arts Theater, Ulatis Community Center, Three Oaks Community Center, McBride Center, Walter V. Graham Aquatic Center, Harbison Event Center, Vacaville Recreation Center and Georgie Duke Sports Center. The level of General Fund support for this category reflects existing policies for subsidized community organizations and other department usage of the buildings. The Vacaville Performing Arts Theater also receives an annual allocation from excise tax (Measure I) revenues.

Programs

The Programs category is responsible for the most significant portion of cost recovery through the "pay-to-play" classes, activities, and sports programs offered to the general population. These programs are expected to recover direct costs (e.g. staffing, supplies, and utilities) and to contribute toward the departmental and citywide overhead costs.

Community Well-Being Programs

The Community Well-being Programs category includes programs and activities for seniors and teens, community-wide special events, and a developing therapeutic recreation program for youth and adults with disabilities. These programs receive a higher level of funding from the General Fund based on the needs and benefit to the community.

BUDGET HIGHLIGHTS

In FY 2024-25, the Parks and Recreation Department will continue expanding its program offerings to generate General Fund revenue while contributing to the health and wellness of the citizens of Vacaville. The Department objectives for the upcoming year include increasing session availability, implementing new program options to be responsive to continued demand, and modernizing facility offerings through updated equipment and improvement projects to better

serve the community. In addition, the Department will oversee the completion of multiple park improvement projects at Trower, Lagoon Valley, Alamo Creek, Corderos, and Nashe Mesto Parks. The proposed budget and objectives of the Department directly relate to the City's Strategic Goals #3 Protect Vacaville's Quality of Life and #4 Maintain Effective and Efficient Services.

Administration

The proposed Administration budget includes funding for staff training opportunities such as conferences, professional memberships, and educational seminars that will enable the Department to be current with industry best practices and will connect staff with colleagues to build networks of resources. In addition, the budget supports an increase in departmentwide marketing efforts and allows for multiple planned hiring events to onboard needed support staff throughout the year. In the new FY, administrative staff will implement the findings of the ongoing departmentwide organizational assessment as well as emphasize employee training and development through a newly established training program for part-time staff.

Facilities

In the upcoming fiscal year, the Parks and Recreation facilities team continues to emphasize modernizing facilities, customer service improvements, and streamlining the reservation process. The FY 2024-25 budget enables the Department to increase social media and marketing presence to better advertise the improved facility offerings and rental opportunities available with City-owned parks, fields, and recreation centers. The Vacaville Performing Arts Theatre (VPAT) team will continue to administer and award organizations as a commitment to support the arts, individual artists, arts organizations, and arts education programs at VPAT with the help of the additional \$100,000 in American Rescue Plan Act funds allocated by Council.

Pay-To-Play Programs

Adult Sports has plans to bring additional tournament opportunities to participants in softball and volleyball as well as bring new sports such as pickleball and spikeball options in a safe, fun, and friendly environment.

Youth Sports continues to see record numbers of enrollments across multiple activities and staff plans to enhance program offerings through facility and field improvements such as new sports flooring and equipment at the Davis Street Recreation Center, and planned ballfield improvements at Keating Park.

Cultural Arts will expand upon its diverse selection of classes to provide more opportunities in music, art, and dance including partnerships with Joyful Art Studio, Live Music, and Starbound Theatre as well as additional class sessions in popular offerings such as ballet.

Aquatics programming will continue the mission of teaching critical life skills by increasing swim lesson offerings and providing lifeguard staff additional training opportunities. In addition, aquatics plans to bring back summer evening programming with activities like Glow N Slide and First/Last Splash.

Special Interest programs offer unique and informative learning experiences for all ages. In the upcoming fiscal year, staff plan to partner with instructors to expand current offerings for classes like Top Chef to adult participants.

Gymnastics has plans to implement new program opportunities thanks to the acquisition of new equipment funded through Measure M. New programs include a Vacaville Ninja Warrior competition, and a Gymnastics Showcase event aimed to bring the gymnastics community together and acknowledge the achievements of hardworking participants.

Early Childhood Enrichment is bringing Fall Workshops and Holiday Break camps to their programming catalog as well as an additional session of the extremely popular Santa Breakfast event, which will increase the capacity allowing for even more opportunities for the community to participate in activities that promote social and academic success for preschool-aged children.

Youth Services staff will continue to provide recreational youth programming that fosters an environment centered around social-emotional development, independence, and education. This year staff are bringing even more camp opportunities to Vacaville youth, including an additional week of Camp Kindness and an expanded Wilderness 101 curriculum as well as Parents Night Out events.

Community Well-Being Programs

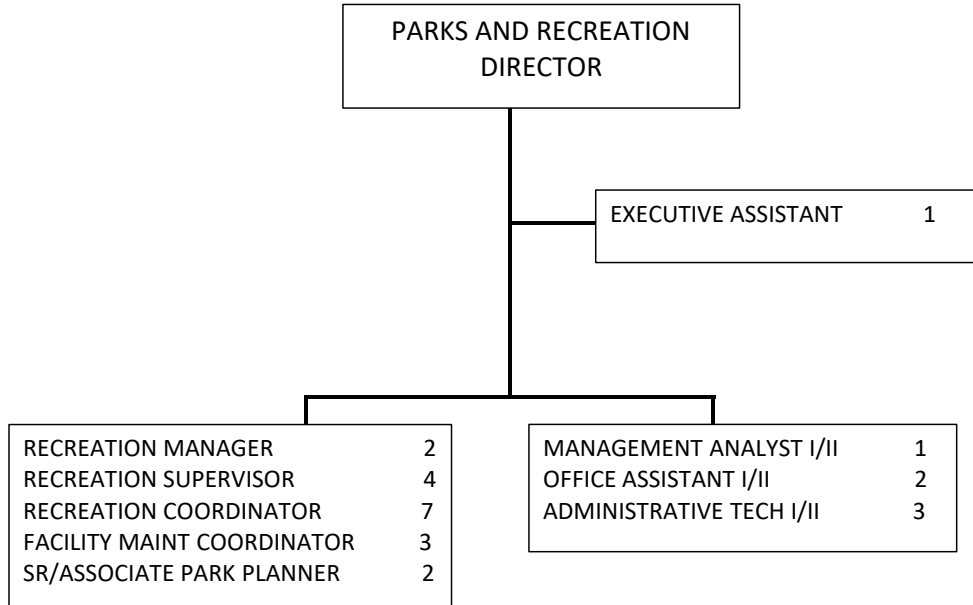
Teen program staff are excited to bring the planned Leaders in Training program which will provide teens opportunities to assist and shape activity and event offerings in their community in a structured and supervised environment which promotes social interactions, responsibility, life skills, and independence.

Active Aging offers opportunities to enhance the quality of life for adults through events for social interaction, recreation, adult services, education, volunteerism, and community activism. In the upcoming fiscal year, Active Aging programs will continue to support the demand for additional day trip opportunities to various destinations at a low cost and promote new activities such as Bingocize, Soul Line Dancing, and monthly social luncheons to active aging participants.

Adaptive Recreation provides people with disabilities of all ages with unique recreational opportunities that enhance quality of life. This fiscal year, Adaptive Recreation has launched its membership model, which offers participants a minimum of 5 monthly activity offerings at a low cost. Programs available include but are not limited to coffee socials, game nights, nature walks, pizza parties, and karaoke nights.

Special Events delivers inclusive, community-oriented activities that provide positive experiences for residents while enhancing their sense of place and Vacaville pride. This year, staff will continue to host community beloved events such as the annual Merriment on Main tree lighting festival, CreekWalk at Andrew's Park, an expanded Multicultural Art Festival among other citywide offerings all at low to no cost to expand equity, diversity, and inclusion within Vacaville.

PARKS AND RECREATION DEPARTMENT



TOTAL FULLTIME POSITIONS 26

**City of Vacaville
FY2024 - 2025 Budget**

PARKS AND RECREATION DEPARTMENT

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
Operating Expenditures:				
Salaries and Benefits	\$ 4,986,179	\$ 5,646,435	\$ 6,569,352	\$ 6,513,866
Overtime	4,711	5,370	1,419	1,456
Services and Supplies	1,816,375	2,666,917	3,300,105	2,684,638
Indirect Costs	877,825	1,083,686	1,227,418	1,486,509
One-time Costs	111,871	144,533	221,185	150,000
Technology Costs	171,747	175,355	110,089	149,052
Total Operating Expenditures	7,968,709	9,722,296	11,429,568	10,985,521
Net Operating Expenditures	\$ 7,968,709	\$ 9,722,296	\$ 11,429,568	\$ 10,985,521
Source of Funding:				
General Fund - Discretionary Revenue	\$ 3,903,893	\$ 4,432,880	\$ 5,241,627	\$ 4,952,999
General Fund - Functional Revenue	3,880,225	4,614,722	4,975,141	5,084,500
General Fund - Lagoon Valley	72,720	334,961	375,533	130,849
Measure M	111,871	339,734	837,267	817,171
Total Sources of Funding	\$ 7,968,709	\$ 9,722,296	\$ 11,429,568	\$ 10,985,521
Functional Distribution:				
Community Services Administration Programs:	\$ 2,415,418	\$ 3,241,503	\$ 3,841,858	\$ 3,410,127
Therapeutic Recreation	115,001	129,651	132,341	110,089
Adult Sports	194,474	195,024	209,501	215,723
Cultural Arts	127,200	200,710	458,246	181,129
Aquatics	429,117	443,394	496,236	517,268
Park Rentals*	27,555	34,805	31,596	37,461
Lagoon Valley	72,720	48,814	135,533	130,849
Concessions	31,643	52,812	61,257	73,424
Field Rentals	9,071	11,802	16,492	31,148
Creekwalk	-	27,200	14,193	-
Gymnastics	297,627	370,125	419,714	385,138
Youth Sports	523,947	713,399	602,961	729,086
Early Childhood	304,067	255,015	366,542	301,410
Youth Services	702,376	879,204	992,076	1,009,724
Special Events & Creekwalk	240,791	247,886	305,727	352,804
Special Interest	56,838	35,843	56,177	60,424
Wilderness 101	22,503	13,524	163,071	-
Facilities and Teens:				
Harbison Event Center	9,848	9,761	18,711	17,105
Three Oaks Community Ctr	248,981	296,037	328,614	349,645
Ulatis Community Ctr	255,854	257,021	275,627	292,362
Performing Arts Theater	636,299	1,056,606	1,129,959	1,236,273
Sports Center	224,659	233,389	219,617	245,666
Teens	48,424	66,479	143,898	172,415
Graham Aquatic Center	253,259	273,564	343,195	411,188
Social Services:				
Merriment on Main	-	-	77,000	79,002
Senior Programs	189,362	183,911	213,973	245,716
Senior Center	180,520	212,753	225,454	240,345
VPAT Grant	237,495	87,448	-	-
Youth Scholarships	111,871	144,533	150,000	150,000
VUSD ASES Grant Program	86	84	-	-
Total Distribution	\$ 7,968,708	\$ 9,722,296	\$ 11,429,568	\$ 10,985,521
Full-Time Employees	22	26	26	26



Police Department

The Vacaville Police Department is dedicated to maintaining public safety and enhancing the quality of life in the City of Vacaville. The Police Department's budget reflects our commitment to these goals and is designed to address the dynamic needs of our community while ensuring fiscal responsibility. This budget represents a strategic allocation of resources aimed at addressing key areas of community engagement, crime suppression, prevention and education.

In FY 23/24 one of the primary goals of the Department was to leverage community support, increase staffing, utilize crime fighting technologies, and increase retailer involvement to address the national trend of retail crime, while continuing to prevent and investigate violent crime.

Community support has been fostered by maintaining a robust community engagement program. Police Department employees have participated in approximately 70 community engagement events thus far in FY 23/24. These events include Junior Giants, National Night Out, Back to School visits at all campuses, Halloween Stroll, and the Community Law Enforcement Academy, to name a few.

During FY 23/24 the Department continued to focus on rebuilding its staffing which reached unprecedented lows over the past few years, included increasing salaries to attract and retain qualified officers, adding a pilot program for both Police Officer and Dispatcher hiring incentives, enhanced media and outreach campaigns, and expanding the Department's cadet program to develop employees within the Department. The Department has on-boarded 12 police officers, one police officer trainee, three Community Service Officers, and two Public Safety Dispatchers, significantly reducing the previously high number of vacant police officer positions.

The Police Department has focused efforts on modernizing policing technology over the past several years with the Department-implemented portable video recorders for all sworn staff and marked vehicles, automated license plate readers to aid in investigations and crime prevention, and software solutions to track and manage Public Record Act requests.

Conceptualized in FY2023, the Department's much anticipated Real-Time Information Center (RTIC) is approaching the construction phase, with operations set to follow immediately afterward. The mission of the RTIC is to serve as a hub for integrated real-time analytics, enhancing situational awareness and response capabilities and increasing case solvability. In the Department's pursuit of leveraging technology for public safety, the following resources will become available:

- Birdseye perspective from unmanned aerial vehicle (UAV)
- Bolstered traffic and automatic license plate reader (ALPR) cameras
- Collaboration with businesses, schools, and private citizens to implement camera streaming into the RTIC for incident responses

- Significantly enhanced efficiency and accuracy through data analytics software programs with robust filtering capabilities
- Unified platform synergizing resources between internal and external stakeholders

BUDGET HIGHLIGHTS

Community Service Officer (CSO) – BSCC ORT Prevention Grant Program

As the Police Department continues work on implementing the RTIC funded by the Board of State and Community Corrections (BSCC) through the Organized Retail Theft (ORT) Prevention Grant Program, they will now be adding a full-time Community Service Officer (CSO) position in FY24/25.

The CSO will be responsible for surveillance and monitoring from live and recorded camera feeds (City-owned and private), automatic license plate readers, and deployed mobile camera assets. The CSO will actively search for real time camera assets and provide real-time situational awareness updates utilizing police radios and other available technology platforms to responding resources for both routine and priority calls for service. Additionally, the CSO will aid Department members with intelligence gathering by conducting searches through various investigative databases for pertinent information on vehicles, neighborhoods, suspects, or addresses as needed.

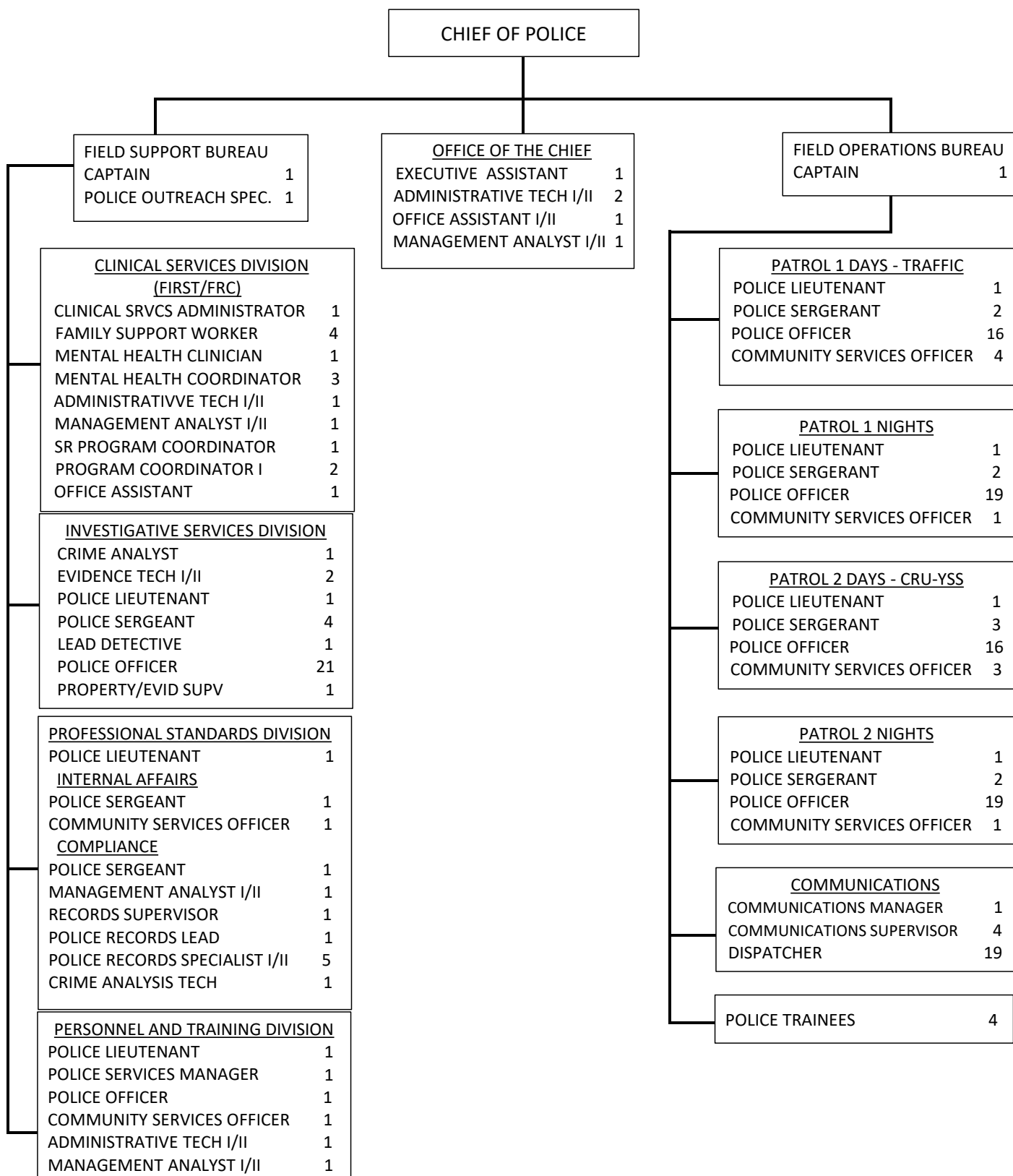
Investigative Costs – Digital Crime Unit

With the gains that the Police Department has seen over the past year restoring staffing levels to near-full capacity, we are now able to fill some long-vacant specialty positions like a second digital crimes investigator. With digital evidence becoming increasingly crucial in criminal investigations, additional software and equipment is required, necessitating a budget augmentation of \$22,000.

Furthermore, alongside digital evidence, physical evidence remains crucial in crime investigations. Due to the California Department of Justice's inability to conduct DNA testing on most physical evidence, the Department has been relying on a single private lab for testing, resulting in several successful arrests in the past year alone. To continue this vital testing, the Police Department is requesting a budget increase of \$15,000.

The Vacaville Police Department's budget for the FY24/255 is designed to ensure that officers have the resources they need to effectively serve the community and uphold the mission of providing exceptional law enforcement services for the City of Vacaville. Through careful planning and strategic resource allocation the Department is committed to supporting Strategic Plan Goal 1A: Manage Changing Paradigm for Police; Goal #4: Maintain Effective and Efficient Services; and Goal #5: To Promote Community Engagement and Increased Equity and Inclusion.

POLICE DEPARTMENT



TOTAL FULLTIME POSITIONS 194



**City of Vacaville
FY2024 - 2025 Budget**

POLICE DEPARTMENT

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
Operating Expenditures:				
Salaries and Benefits	\$ 36,506,260	\$ 39,729,967	\$ 47,957,489	\$ 48,049,399
Overtime	1,655,558	2,112,085	1,725,480	1,735,189
Services and Supplies	2,866,393	3,971,871	7,341,013	7,131,712
Indirect Costs	2,459,618	3,080,144	3,607,899	3,952,408
One-time Costs	23,645	129,995	204,452	-
Technology Costs	658,363	620,853	382,185	527,725
Total Operating Expenditures	44,169,837	49,644,915	61,218,518	61,396,433
Net Operating Expenditures	\$ 44,169,837	\$ 49,644,915	\$ 61,218,518	\$ 61,396,433

Source of Funding:

General Fund - Discretionary Revenue	\$ 36,012,306	\$ 40,066,418	\$ 46,004,727	\$ 46,740,282
Gen Fund - Public Safety Sales Tax	580,083	581,473	574,010	540,000
Gen Fund - School District Reimburs.	-	-	-	-
Gen Fund - Other Reimbursements	-	-	200	258
Gen Fund - Alarm Fees & Charges	202,137	179,913	204,389	191,472
Gen Fund - Other Functional Revenue	596,340	553,958	516,067	504,885
Gen Fund - Public Safety Equipment	374,153	643,027	825,847	600,000
Measure M	2,251,488	2,784,490	3,240,545	3,467,388
Community Facilities District (CFD's)	3,178,524	3,484,485	3,762,856	4,021,646
RTIC Grant	-	-	4,432,444	4,216,926
Special Revenue / Grants	974,806	1,351,152	1,657,433	1,113,576
Total Sources of Funding	\$ 44,169,837	\$ 49,644,915	\$ 61,218,518	\$ 61,396,433

Functional Distribution:

Administration	\$ 3,665,679	\$ 4,331,924	\$ 4,757,522	\$ 5,204,542
Clinical Services Division	1,817,073	1,912,224	2,352,039	1,539,162
Community Partnership Division	5,143,399	6,219,017	7,023,121	9,789,567
Investigative Services Division	8,609,915	8,463,401	10,777,642	10,819,470
Field Operations Division	24,933,770	28,718,350	36,308,193	34,043,692
Total Distribution	\$ 44,169,837	\$ 49,644,915	\$ 61,218,518	\$ 61,396,433

Full-Time Employees	182	193	193	194
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Public Works Department

The Department of Public Works includes four divisions: Administration, Engineering Services, Traffic Engineering, and Maintenance. These divisions design, develop and maintain the infrastructure of the City, including parks, streets, storm drainage systems, City buildings and facilities, street signs, traffic signals, street striping, and also manage essential services including solid waste, recycling, and public transit; and implement the City's sustainability initiatives and programs, including energy savings capital projects and electric vehicle (EV) charging infrastructure.

Administration

The Administration division is responsible for strategic planning and oversight and monitoring the daily activities necessary to maintain an effective, efficient, and responsive operation including financial planning and control, community engagement and customer service, and performance management. The Division is also responsible for environmental sustainability recycling, solid waste franchise, energy conservation, and Americans with Disabilities (ADA) coordination.

Engineering Services Division

The Engineering Services Division consists of the Capital Improvement Program (CIP), Construction, and Development Engineering sections. The Capital Improvement Program and Construction provide the design, inspection, and contract administration for all CIP projects and construction inspection for private development projects. Development Engineering provides land development services to support private development and is responsible for the review and approval of subdivision maps, subdivision improvement plans pertaining to public infrastructure, and the preparation of benefit/assessment districts.

The majority of the Engineering Services budget is funded through direct charges to the funding that supports individual Capital Improvement Program (CIP) projects. The Engineering Services budget is also funded through charges to private land development projects supported through plan checks and inspection fees paid for by developers.

Traffic Engineering Division

Traffic Engineering is responsible for traffic operations, long-range traffic modeling and planning, and roadway and traffic signal design. The Traffic Engineering Division is also responsible for the repair and preservation of the City's traffic signals. The primary sources of funding for the Traffic Engineering Division are General Fund and Traffic Impact Fees.

Maintenance Division

The Maintenance Division is made up of Streets, Parks Maintenance, and Fleet and Facilities. The Division is also responsible for City Coach transit services and central stores. The primary mission of Maintenance includes the repair and preservation of all City-owned infrastructure and facilities, streets, sidewalks, street lighting, parks, setback and median landscaping, city buildings, and all rolling fleet and mechanical equipment.

The primary sources of funding for the Maintenance Division are General Fund, Gas Tax, Landscape and Lighting Maintenance Districts, and State and Federal Transit funds (TDA/FTA).

Of significance in fiscal year 2023-24, the Public Works Department implemented the \$21 million dollar Jepson Parkway Phase 2 Project, continuing the northerly expansion of this much needed locally and regionally important transportation corridor. Additionally, through workflow enhancements to the Public Works Capital Improvement Program, projects moving out of design and into the construction phase have nearly doubled over the prior fiscal year. Finally, the Department began a purposeful focus on increasing collaboration between staff by broadening teams and interactions between work units to expand the knowledge base and skills of the next generation of Public Works Department staff.

In the coming fiscal year, the Department will be focused on several distinct initiatives including the construction completion of Phase 2 of Jepson Parkway, implementation of additional enhancements to the CIP Program with a focus on long-range capital project planning and budgeting, and staff development to facilitate employee growth and improve succession planning outcomes.

BUDGET HIGHLIGHTS

The 2024-25 Public Works budget includes the following augmentation requests:

Positions:

In June 2023, the Public Works Field Utilities section was moved to the Utilities Department to comply with State of California regulatory requirements. This move affected the management structure of the Streets section and the division of Underground Service Alert (USA) work. The positions requested in this year's budget cycle address these two areas.

Streets Manager

In June 2023, the Public Works Superintendent of Infrastructure position was eliminated with the move of Field Utilities staff to the Utilities Department. The elimination of the position left Streets staff reporting directly to the Assistant Director of Public Works Maintenance. Currently, the Streets section has two Supervisors responsible for oversight of 15 full-time and two part-time positions. The section maintains over 700 lane miles of public streets while operating within State regulated public safety and clean water requirements. The Streets section is the only section at the Corporation Yard without a Manager overseeing that large of a workgroup. The Public Works Department has determined that a Streets Manager is needed to ensure efficient and effective operation of the unit, a conclusion also shared by the Human Resources Department.

The Streets Maintenance Manager position (\$199,000 General Fund) will substantially improve organizational productivity and allow for greater proactive planning and response to maintenance activities within the Streets Maintenance section. In addition, this year's budget included a one-time budget augmentation (\$70,000 General Fund) for a vehicle.

Position Cost-Sharing for Underground Service Alert Work

The City of Vacaville operates three underground utilities including water, sewer, and storm drainage and is therefore required to join the 811 Underground Service Alert (USA) notification center. The position responsible for responding to and performing underground utility marking for the City moved to the Utilities Department with the move of Field Utilities staff in June of 2023. The Utilities Department has requested that Public Works share 1/3 of the cost of a Field Utilities staff member as Public Works is responsible for the City's storm drainage systems, and therefore responsible for 1/3 of the USA staffing costs.

The 1/3 cost share of a Maintenance Worker II in Field Utilities (\$43,800 General fund) will cover the storm drainage systems portion of the required USA notification work.

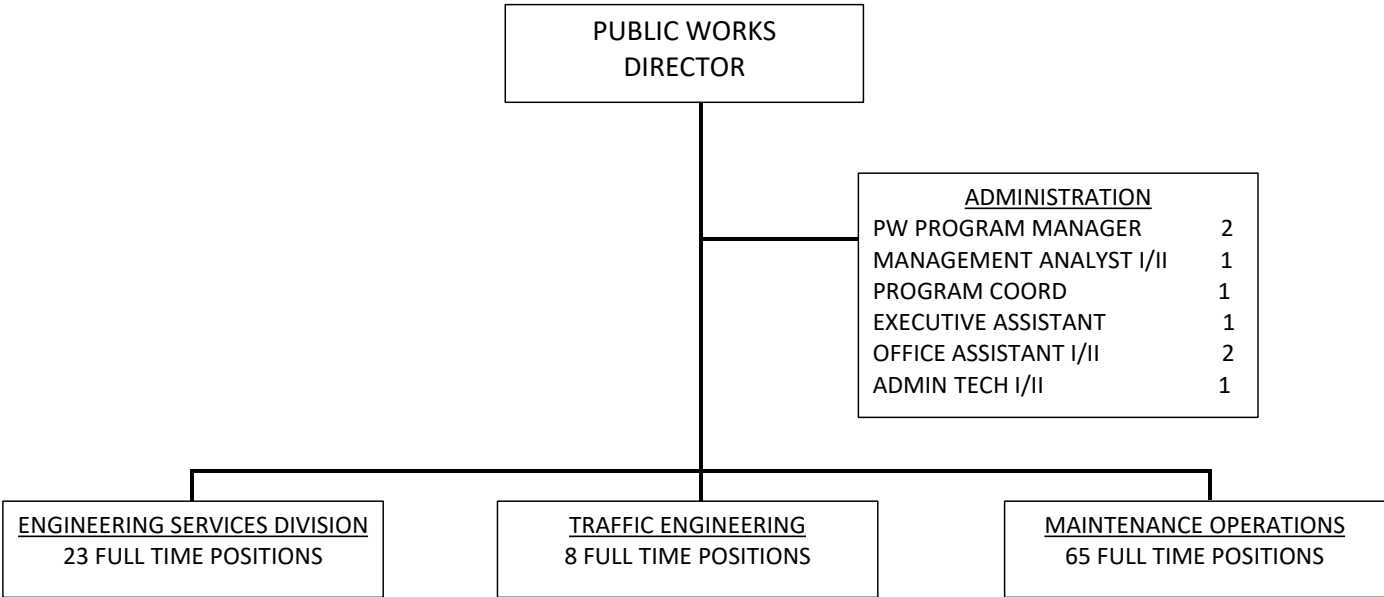
Projects, Services and Supplies:

State Water Resource Control Board (SWRCB) MS4 Permit Compliance: The MS4 Permit is a regulatory mechanism specifically issued to municipalities. The Utilities Department has historically managed the stormwater portion of the City's MS4 compliance program. With the 2023 transition of the Field Utilities group to the Utilities Department the two departments have continued to work together to fully transition stormwater compliance to the Public Works Department. This funding is needed by the Public Works Department to ensure the City's continued compliance with the State. The annual cost is \$71,100.

Sidewalk Repair Subsidy Program: In 2022, the City Council directed staff to develop a cost sharing subsidy program to offset the cost to property owners for sidewalk repairs. For Fiscal Year 2022/23, a Sidewalk Repair Grant Pilot program was established using \$100,000 of Housing Community Development Block Grant (CDBG) funds. For Fiscal Year 2023/24, the Council approved \$50,000 of CDBG funds to continue the program with refinement of program eligibility criteria to focus the grant funding on low-income households. Due to funding constraints within the Housing Department, CDBG funds for the purposes of sidewalk repair are no longer available. Public Works will be continuing this program at an annual cost of \$50,000 to be funded by \$25,000 of Gas Tax funds and \$25,000 of General Fund.

The Public Works Department is focused on many of the goals outlined within the City's Strategic Plan. The Department endeavors to achieve tangible strategic goal outcomes through the construction of new and improved capital infrastructure projects, the delivery of customer focused programs and services, the maintenance of the City's streets, traffic systems and facilities, and the beautification of the City's parks and public spaces. Of particular focus, the Department is fully engaged in Strategic Goal 1 to ensure public safety, Goal 3 to protect Vacaville's quality of life, and Goal 4 to maintain effective and efficient services.

PUBLIC WORKS DEPARTMENT



TOTAL FULLTIME POSITIONS 105

**City of Vacaville
FY2024 - 2025 Budget**

PUBLIC WORKS DEPARTMENT

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
Operating Expenditures:				
Salaries and Benefits	\$ 5,068,743	\$ 5,309,533	\$ 7,243,760	\$ 7,779,135
Overtime	166,024	200,925	101,141	143,262
Services and Supplies	2,269,170	2,197,410	2,417,519	2,525,093
Indirect Costs	1,933,980	2,215,529	2,534,538	2,717,204
One-time Costs	110,280	169,163	1,077,639	70,000
Technology Costs	162,204	228,723	139,353	195,379
Total Operating Expenditures	9,710,401	10,321,283	13,513,951	13,430,072
Net Operating Expenditures	\$ 9,710,401	\$ 10,321,283	\$ 13,513,951	\$ 13,430,072

Source of Funding:

General Fund - Discretionary Revenue	\$ 9,021,091	\$ 8,941,720	\$ 11,174,376	\$ 11,475,992
General Fund - Functional Revenue	55,442	83,085	60,000	88,900
Measure M	-	423,147	1,296,100	842,713
Special Revenue / Grants, Other	82,604	73,904	156,446	99,458
Special Revenue - Gas Tax	551,264	799,427	827,029	923,010
Total Sources of Funding	\$ 9,710,401	\$ 10,321,283	\$ 13,513,951	\$ 13,430,072

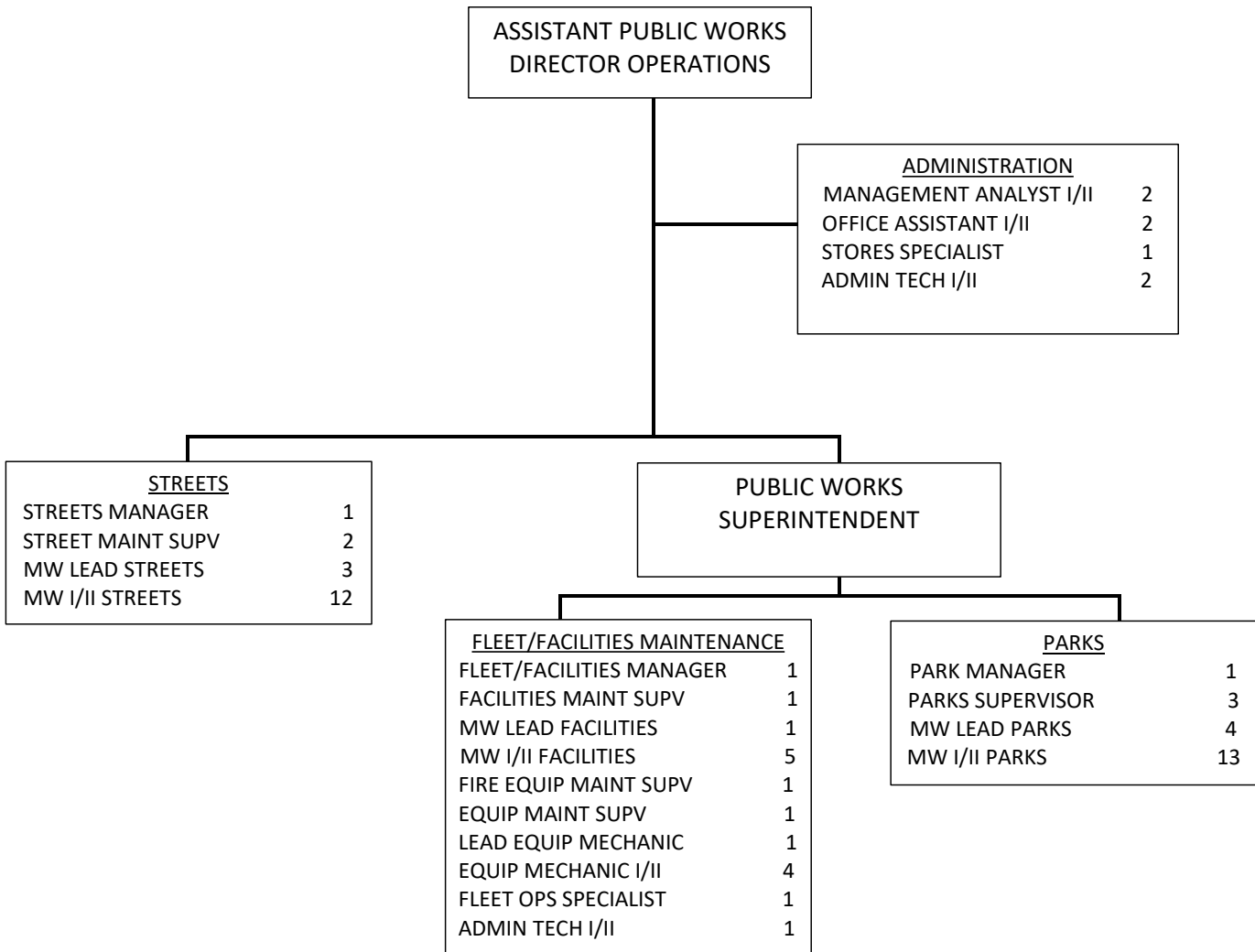
Functional Distribution:

Administration	\$ 602,148	\$ 918,701	\$ 1,136,266	\$ 1,301,527
Central Garage	-	-	201,825	177,614
Traffic Engineering	811,962	752,921	925,986	909,236
Maintenance Administration	323,779	609,018	1,446,646	1,012,373
Street Maintenance	3,130,588	3,362,362	3,801,676	4,012,248
Traffic Safety	962,812	232,040	934,366	922,571
Concrete Maintenance	726,901	1,130,114	930,156	1,120,199
Storm Drainage	450,314	391,495	823,078	838,857
Public Buildings	1,893,779	2,009,680	2,233,030	2,083,463
Solid Waste Programs	214,721	143,889	168,102	178,607
Central Stores	133,241	152,722	171,759	152,859
SB 1383 Compliance	-	-	85,899	88,132
ADA ROW Coordination	-	-	9,019	32,844
Dept of Conservation	-	56,393	47,171	-
Custodial Maintenance	460,154	561,948	598,971	599,542
Total Distribution	\$ 9,710,401	\$ 10,321,283	\$ 13,513,951	\$ 13,430,072

FY23 Field Utilities staff moved to Utilities Department

Full-Time Employees	73	58	59	60
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PUBLIC WORKS DEPARTMENT MAINTENANCE OPERATIONS



TOTAL FULLTIME POSITIONS 65

**City of Vacaville
FY2024 - 2025 Budget**

**PARKS MAINTENANCE DIVISION
PUBLIC WORKS DEPARTMENT**

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
Operating Expenditures:				
Salaries and Benefits	\$ 1,619,183	\$ 1,811,180	\$ 1,921,046	\$ 1,829,947
Overtime	20,746	33,416	23,577	23,564
Services and Supplies	950,995	969,174	940,513	962,903
Indirect Costs	826,163	756,833	876,921	1,031,849
One-time Costs	-	75,750	47,000	-
Total Operating Expenditures	3,417,087	3,646,354	3,809,057	3,848,264
Net Operating Expenditures	\$ 3,417,087	\$ 3,646,354	\$ 3,809,057	\$ 3,848,264
Source of Funding:				
General Fund - Discretionary Revenue	\$ 3,026,358	\$ 3,145,033	\$ 3,409,057	\$ 3,348,640
General Fund - Functional Revenue	390,729	501,321	400,000	475,000
Measure M	-	-	-	24,624
Total Sources of Funding	\$ 3,417,087	\$ 3,646,354	\$ 3,809,057	\$ 3,848,264
Functional Distribution:				
Parks Administration	\$ 462,296	\$ 549,420	\$ 773,357	\$ 730,112
Parks and Grounds, North	814,488	776,554	701,717	740,985
Keating Park	355,318	361,044	349,858	378,691
Creekwalk/Town Square	50,465	52,857	74,110	75,960
Ballfield Marking	6,680	6,384	-	-
Parks and Grounds, South	1,000,013	1,016,260	1,062,753	1,054,132
Open Space/Weed Abatement	119,368	152,518	169,887	131,231
Pena Adobe/Lagoon Valley	193,003	155,116	203,542	170,027
Andrews Park	10,849	11,144	11,448	11,761
Al Patch Park	231,390	248,899	296,717	373,078
Centennial Park	-	93,013	34,165	35,053
Irene Larsen Park	-	2,855	14,293	14,665
Sierra Vista Park	-	18,436	19,659	20,170
Tree Maintenance	173,217	201,854	85,551	87,775
CalTrans Landscape Maintenance	-	-	12,000	24,624
Total Distribution	\$ 3,417,087	\$ 3,646,354	\$ 3,809,057	\$ 3,848,264
Full-Time Employees	22	22	22	22

** Includes General Fund and Assessment District staffing*



**City of Vacaville
FY2024 - 2025 Budget**

**LIGHTING & LANDSCAPING DISTRICTS
PUBLIC WORKS DEPARTMENT**

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
Operating Expenditures:				
Salaries and Benefits	\$ 2,184,504	\$ 2,160,894	\$ 2,449,412	\$ 2,608,406
Overtime	13,542	8,951	-	-
Services and Supplies	2,063,274	1,866,249	2,848,843	3,104,679
Indirect Costs	1,245,135	1,184,467	313,073	451,050
Contribs to Cap. Improv. Fund	79,867	122,277	105,964	(72,495)
Total Operating Expenditures	5,586,322	5,342,837	5,717,293	6,091,640
Internal Cost Allocation	348,421	363,049	380,955	390,860
Net Operating Expenditures	\$ 5,934,743	\$ 5,705,886	\$ 6,098,248	\$ 6,482,500

Source of Funding:

General Fund - Discretionary Revenue	\$ 724,142	\$ 1,758,494	\$ 1,703,547	\$ 1,641,871
Special Revenues - L&L Assessments	4,385,444	4,534,239	4,147,153	4,614,439
Special Rev - Use of Reserve Funds	825,157	(586,846)	247,549	226,191
Total Sources of Funding	\$ 5,934,743	\$ 5,705,886	\$ 6,098,248	\$ 6,482,500

Functional Distribution:

Park Maintenance District (master)	\$ -	\$ -	\$ -	\$ 38,512
Patwin Park	62,968	93,362	108,885	132,073
Vaca Valley Industrial Pk SBL	30,979	23,905	23,162	21,320
Vaca Valley Business Pk SBL	7,175	6,778	7,433	7,181
Nelson Park	82,088	99,517	131,528	130,528
Willows/Gramercy Park	70,584	50,686	51,791	51,247
Alamo Creek Park	197,567	187,238	196,043	228,971
Fairmont Beelard Park	84,810	70,113	83,729	108,281
Padan Park	124,338	112,255	142,784	117,530
Cambridge Park	68,333	73,598	77,486	76,775
Trower Park	79,658	78,660	87,980	94,298
North Orchard Park	164,741	152,941	208,272	205,494
Andrews Park	178,619	180,231	202,160	246,414
Ridgeview Zone (SBL/Park)	229,702	229,620	245,145	238,493
Browns Valley Zone (SBL/Park)	242,833	257,054	225,672	212,635
Gentry Meadowlands SBL	105,885	116,995	105,235	105,858
Country Village SBL	30,888	26,107	24,915	25,660
Prairie Rose SBL	54,731	47,706	47,754	44,582
Stonegate SBL	158,221	171,823	215,034	75,922
Regency Zone (SBL/Cooper Park)	198,322	222,683	225,233	220,872
Hawkins (Valley Oak) Park	85,844	89,369	95,628	146,209
Gentry Meadowlands Park	163,459	158,503	159,657	165,049
Orange Tree Business Park SBL	184,757	177,265	185,871	193,100
Stonegate/Regency DB	24,468	(394)	4,198	5,830
Vaca Valley Business Drainage	256	176	1,034	132

**City of Vacaville
FY2024 - 2025 Budget**

**LIGHTING & LANDSCAPING DISTRICTS
PUBLIC WORKS DEPARTMENT**

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
Vaca Valley Industrial Drainage	3,503	1,923	(0)	(816)
Functional Distribution:				
Auto Mall SBL	16,344	23,131	22,259	25,667
Interchange BP SBL	13,426	18,438	22,133	12,987
Royal Cathay SBL	20,627	8,171	11,742	15,604
Community Ctr SBL	14,367	10,480	11,648	11,929
Community Center NP	23,721	25,865	25,546	35,762
Southwood Park	128,924	107,099	125,875	117,270
Stonegate Park	126,102	122,051	147,547	199,155
Country Village/Prairie Rose DB	2,034	2,899	3,700	3,786
Downtown Landscaping	203,448	205,685	240,473	266,536
Spring Lane SBL	1,922	3,385	2,888	3,192
Burton Estates SBL	5,341	7,137	5,494	4,559
Arlington Community Park	171,980	177,362	218,819	197,936
Fairmont Beelard SBL	11,567	11,802	9,900	9,120
Vacaville Business Park SBL	9,992	8,020	8,239	2,213
Pheasant Country Park	84,906	99,739	107,570	143,641
Southwood SBL	5,384	4,369	3,403	4,377
Vacaville Bus Park Drn	207	1,899	3,500	(1,579)
Interchange Bus Park DB	3,081	1,084	(0)	(1,403)
Cambridge SBL	28,726	34,565	31,013	30,641
Allison/Ulatis Median SBL	64,075	60,570	62,849	24,423
Auto Mall LT	2,187	1,543	1,195	774
Interchange LT	5,917	5,194	3,478	4,263
Vacaville Bus Park LT	4,222	3,456	2,787	4,867
Royal Cathay LT	1,641	1,031	900	1,067
Cannon Station SBL	71,837	73,555	64,184	75,642
Cannon Station Park	113,658	114,808	139,876	168,172
Nelson SBL	7,239	6,818	6,080	6,080
Theatre Landscaping (Basic SBL)	14,282	6,986	9,497	8,537
Allison/Ulatis LT	32,607	37,530	27,514	29,876
Vaca Valley Bus. Pk DB	26,650	26,166	20,949	24,499
Vaca Valley Bus. Pk LT	5,001	4,253	1,207	2,245
Petco/I80 SBL	4,694	5,036	4,808	4,007
Crestgate Cove SBL	16,812	15,739	16,640	18,540
Cooper Buffer SBL	45,632	55,303	54,427	52,437
Normandy Meadows NP	13,796	13,947	16,666	20,385
Granada Lane SBL	2,949	3,633	3,294	3,393
Orange Drive MN	6,929	7,383	8,175	8,017
Orange Drive LT	8,087	7,323	3,306	8,517
Countrywood SBL	82,590	76,231	93,300	77,750
Skyview SBL	16,719	10,029	9,077	10,011
Laurel Woods SBL	96,080	88,452	91,080	78,780
Laurel Woods DB	2,227	6,183	2,070	6,251
North Village SBL	214,197	202,201	203,694	234,760

**City of Vacaville
FY2024 - 2025 Budget**

**LIGHTING & LANDSCAPING DISTRICTS
PUBLIC WORKS DEPARTMENT**

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
North Village NP	142,647	107,291	145,397	173,175
Functional Distribution:				
Vaca Valley Bus Pk II-LT	4,919	5,430	1,074	2,537
Middle Horse Creek DR	(11,142)	4,633	866	(7,671)
Costco LT	4,307	3,017	2,017	1,316
Hampton Park LT	2,862	2,189	1,867	2,229
Costco SBL	7,138	8,295	6,240	6,398
Quinn Rd LT	2,777	2,432	1,121	1,979
North Village DB	14,069	6,637	3,032	(1,181)
North Village LT	34,020	32,566	14,036	32,405
Alamo Place LT	10,272	9,436	5,963	7,922
Alamo Place DR	2,444	1,067	0	(0)
Majestic Oak SBL	4,489	7,547	6,525	5,425
Majestic Oak LT	1,774	1,723	1,532	1,633
Majestic Oak DR	(2,573)	3,662	4,350	(4,200)
Villages on Vine SBL	5,524	3,014	4,582	2,782
Villages on Vine LT	4,670	3,853	2,765	3,445
Villagio LT	2,270	1,575	1,319	1,399
Nob Hill LT	-	-	300	-
Villagio SBL	22,001	17,667	17,920	16,716
Portofino SBL	4,480	5,256	4,956	5,045
Amber Ridge SBL	8,375	6,915	7,400	8,200
Portofino LT	4,244	3,518	2,584	5,075
Maplewood SBL	9,880	4,769	4,956	208
Maplewood LT	2,064	1,524	920	2,520
Maplewood DR	1,487	680	(0)	70
Meadowood SBL	6,789	6,450	6,560	5,660
Meadowood LT	17,636	17,122	9,978	15,861
Southtown SBL	310,187	247,088	239,719	291,457
Southtown LT	53,479	49,936	18,271	67,569
Southtown NP	259,447	250,499	326,629	332,674
Cheyenne SBL	149,501	137,973	123,971	149,591
Cheyenne OS	-	-	-	-
Cheyenne LT	2,904	3,647	442	7,282
Ventana SBL	5,030	5,656	4,700	5,640
Southtown DB	(86)	10,058	7,144	10,224
Cheyenne OS	10,761	3,401	8,822	6,930
Cheyenne DB	4,762	(63)	1,305	3,116
Sterling Chateau #2	1,675	1,126	787	1,001
Sterling Chateau #3	1,071	450	448	452
Stratton Estates OS	3,305	2,308	2,200	1,700
Ivywood OS	5,089	740	360	(560)
Nob Hill OS	113	105	4,119	15,388
Nut Tree Project SBL	98,491	50,172	35,043	29,114
Nut Tree Project LT	11,509	11,169	8,602	11,110

**City of Vacaville
FY2024 - 2025 Budget**

**LIGHTING & LANDSCAPING DISTRICTS
PUBLIC WORKS DEPARTMENT**

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
Aldridge Road SBL	7,096	6,676	7,095	8,966
Functional Distribution:				
Southtown Commons DR	13,955	9,242	1,515	(3,410)
Rice McMurtry LT	229	334	585	1,390
Rancho Rogelio OS	2,278	3,376	1,300	2,500
Brighton Landing SBL	70,615	71,594	100,867	52,968
Brighton Landing DB	21,934	34,029	24,698	28,808
Brighton Landing LT	19,345	10,292	-	2,591
Brighton Landing NP	169,022	137,314	152,580	186,565
Roberts Ranch NP	-	18,936	10,821	43,357
Farmstead SBL	13,650	15,265	19,508	49,396
Farmstead NP	25,104	21,626	33,030	40,901
Total Distribution	\$ 5,934,743	\$ 5,705,886	\$ 6,098,248	\$ 6,482,500

*NOTE: Final figures for L&L Districts will come from the annual levy reports approved by City Council.
**Reserve is not entered as budget because it is already in fund balance.*

Full-Time employees are included with General Fund Parks.

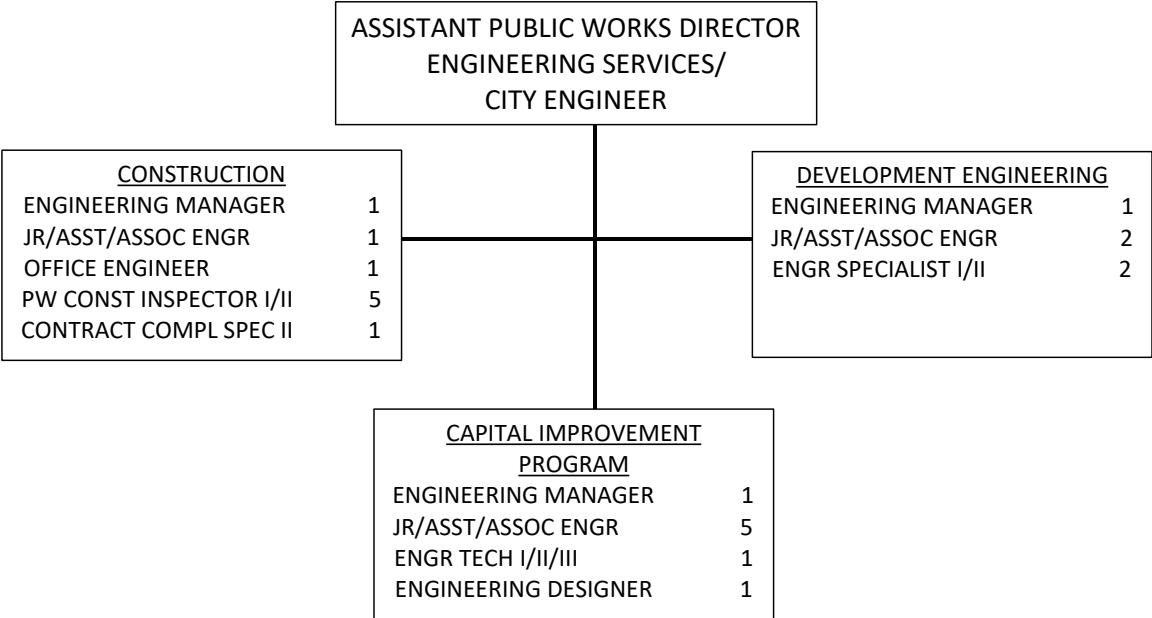
**City of Vacaville
FY2024 - 2025 Budget**

**TRANSIT OPERATIONS
PUBLIC WORKS DEPARTMENT**

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
Operating Expenditures:				
Salaries and Benefits	\$ 260,809	\$ 299,350	\$ 516,356	\$ 544,868
Overtime	2,643	-	-	-
Services and Supplies	1,753,673	1,884,651	2,214,269	2,788,889
Indirect Costs	713,500	640,953	808,159	899,844
One-time Costs	6,898	-	-	-
Technology Costs	14,312	14,218	8,361	12,085
Total Operating Expenditures	2,751,834	2,839,172	3,547,145	4,245,686
Internal Cost Allocation	98,517	102,655	107,688	110,488
Net Operating Expenditures	\$ 2,850,351	\$ 2,941,827	\$ 3,654,833	\$ 4,356,174
Source of Funding:				
Transportation Development Act (TDA)	\$ 1,210,401	\$ 2,377,370	\$ 2,533,377	\$ 3,132,228
Federal Transit Administration (FTA)	1,172,815	890,000	900,000	900,000
Fairbox Revenue	89,188	184,405	219,427	296,025
Intercity Taxi Service	180	5,160	15,473	10,000
Advertising/Investment Revenue	2,680	4,539	-	-
Use of (Contrib To) Fund Balance	375,087	(519,648)	(13,444)	17,921
Total Sources of Funding	\$ 2,850,351	\$ 2,941,827	\$ 3,654,833	\$ 4,356,174
Functional Distribution:				
Fixed Route - City Coach/SRTP	\$ 2,215,739	\$ 2,012,386	\$ 2,470,723	\$ 2,983,576
Special Services -Taxi/Paratransit	279,544	321,179	389,890	434,732
Fixed Route - City Coach Direct	347,956	604,478	778,747	919,865
Intercity Taxi Service/Clipper Program	7,112	3,784	15,473	18,000
Total Distribution	\$ 2,850,351	\$ 2,941,827	\$ 3,654,833	\$ 4,356,174

Full-Time Employees included in Public Works.

**PUBLIC WORKS DEPARTMENT
ENGINEERING SERVICES**



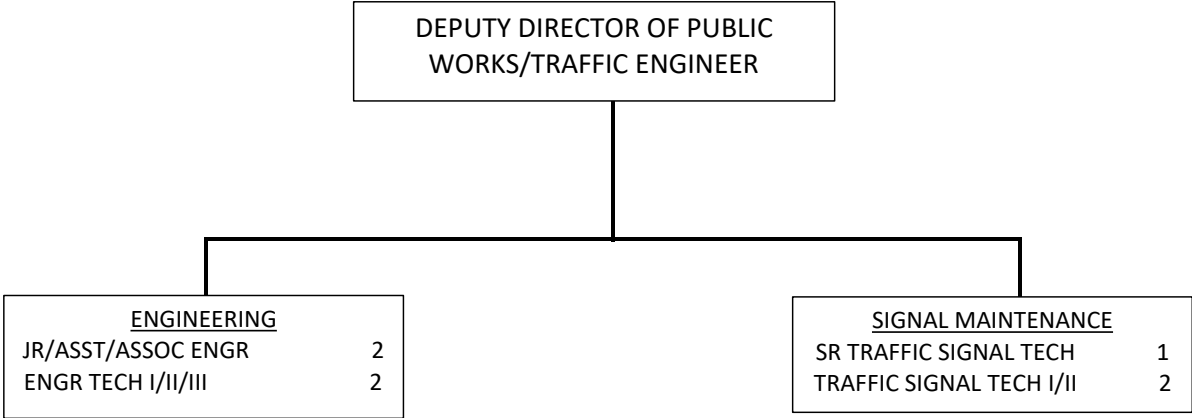
TOTAL FULLTIME POSITIONS 23

**City of Vacaville
FY2024 - 2025 Budget**

**ENGINEERING SERVICES
PUBLIC WORKS DEPARTMENT**

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
Operating Expenditures:				
Salaries and Benefits	\$ 355,443	\$ 404,383	\$ 4,291,472	\$ 4,241,886
Overtime	70,176	857	-	-
Services and Supplies	1,868,327	8,738,005	138,941	141,643
Indirect Costs	1,992,341	213,457	217,740	244,725
One-time Costs	20,693	-	-	-
Technology Costs	66,790	66,351	45,746	54,453
Total Operating Expenditures	4,373,770	9,423,053	4,693,900	4,682,707
Internal Cost Allocation	511,628	533,116	559,240	573,780
Net Operating Expenditures	\$ 4,885,398	\$ 9,956,169	\$ 5,253,140	\$ 5,256,488
Source of Funding:				
Transfer In - General Fund	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Transfer In - Utilities DIF	20,000	20,000	20,000	20,000
Traffic Impact Fees	241,571	873,678	-	-
General Fund - GIS	-	103,000	-	-
Special Fund Revenue	4,573,827	8,909,492	5,183,140	5,186,488
Total Sources of Funding	\$ 4,885,398	\$ 9,956,169	\$ 5,253,140	\$ 5,256,488
Functional Distribution:				
Engineering & Inspection Services	\$ 2,714,122	\$ 3,274,410	\$ 4,940,926	\$ 4,914,419
Transportation Systems Mgt	2,171,276	6,681,760	312,214	342,068
Total Distribution	\$ 4,885,398	\$ 9,956,169	\$ 5,253,140	\$ 5,256,488
Full-Time Employees	22	23	23	23

**PUBLIC WORKS DEPARTMENT
TRAFFIC ENGINEERING**



TOTAL FULLTIME POSITIONS 8

**City of Vacaville
FY2024 - 2025 Budget**

**DEVELOPMENT ENGINEERING
PUBLIC WORKS DEPARTMENT**

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
Operating Expenditures:				
Salaries and Benefits	\$ 729,399	\$ 892,755	\$ 1,218,516	\$ 1,553,759
Overtime	60	1,326	5,465	60,307
Services and Supplies	336,860	192,759	255,566	1,876,667
Indirect Costs	13,489	30,079	34,284	51,992
One-time Costs	13,795	-	-	-
Technology Costs	2,385	2,370	1,634	1,945
Total Operating Expenditures	1,095,989	1,119,288	1,515,465	3,544,669
Internal Cost Allocation	58,442	60,897	63,881	65,542
Net Operating Expenditures	\$ 1,154,431	\$ 1,180,185	\$ 1,579,346	\$ 3,610,211
Source of Funding:				
Development Related Fund Revenue	\$ 1,145,078	\$ 3,802,375	\$ 1,100,000	\$ 1,500,000
Use of (Contrib To) Fund Balance	9,353	(2,622,190)	479,346	2,110,211
Total Sources of Funding	\$ 1,154,431	\$ 1,180,185	\$ 1,579,346	\$ 3,610,211
Functional Distribution:				
Development Engineering	\$ 1,154,431	\$ 1,180,185	\$ 1,579,346	\$ 3,610,211
Total Distribution	\$ 1,154,431	\$ 1,180,185	\$ 1,579,346	\$ 3,610,211

Full-Time Employees included in Engineering Services



Utilities Department

The Utilities Department acquires, treats, and delivers clean drinking water to Vacaville's customers. The Utilities Department also collects, treats, and safely discharges Vacaville's wastewater and biosolids back into the environment. The operation of the water treatment facilities and the wastewater treatment facilities are regulated through permits issued by the Division of Drinking Water (DDW) and the Central Valley Regional Water Quality Control Board (RWQCB), respectively, of the State Water Resources Control Board. These agencies establish standards and monitor compliance through frequent reporting and on-site inspections to ensure that water quality, water conservation, public health, and environmental concerns are addressed.

BUDGET HIGHLIGHTS

Water Operations and Maintenance

The Water Operations and Maintenance Fund (Water Fund) provides funding for water operations and maintenance expenses; water management, water quality, backflow prevention, and water conservation programs; major equipment and distribution system repairs and replacements; ongoing debt service payments for the citywide replacement of residential water meters; and contributions to project accounts established for major facility and system repairs and rehabilitation.

The proposed Water Fund budget for FY 24/25 is \$26.5M against projected revenues of \$24M, resulting in a projected net cash flow deficit for the year of \$2.5M. The budget reflects increases of \$459K in electricity expenses; an increase of \$830K in operation costs for the North Bay Regional (NBR) Water Treatment Plant due to rising chemical and electricity expenses; and \$135K in operating expense increases including general liability insurance, financial management fees, and an increase in water purchase expenses due to an increase in the purchase price of water, as well as contractual agreements for water purchases with Solano Irrigation District and Solano County Water Agency. Franchise taxes, in-lieu fees and financial management fees paid to the General Fund are projected to be \$4.1M. To help offset these rising costs and inflation, along with decreased revenue projections, transfers for maintenance and repair projects must be reduced by \$1.8M, resulting in a total of only \$700K available to address major repair and replacement projects necessary to maintain our operations. Lastly, new valve turning equipment to support our Field Services Section will be purchased through the Equipment Replacement Fund this year. The cost will be split equally between the Water and Sewer funds.

The FY 24/25 budget reflects the Department's ongoing efforts to efficiently manage expenses, including performing work in-house and deferring non-essential maintenance projects and purchases. In FY 22/23, the Water fund ended the fiscal year with a net positive cash balance of \$5.5M. As a result, the Department plans to cover the projected FY 24/25 cash flow deficit of \$2.4M using cash reserves.

The Fund continues to face challenges over the next few years as the costs of raw water, energy, chemicals, and operating expenses at both the City's Diatomaceous Earth (DE) Water Treatment Plant and (NBR) continue to rise. Upcoming challenges and opportunities for the Water Fund will be the conversion of our metering system to Advanced Metering Infrastructure (AMI) which will

significantly improve fiscal management and service delivery but requires replacement of 30,000 water meters at a potential cost of approximately \$27M, and anticipated Chromium 6 treatment for six of the City's wells, at a total projected cost of \$60M to meet statutory requirements.

To plan for and address these upcoming revenue and expenditure considerations, a water service rate study was commissioned to assess, evaluate, and recommend options for addressing not only these issues but the upcoming state water conservation measures in which water loss, as well as indoor and outdoor per capita water usage standards, may have a potential impact on revenues in the coming years. The goal of the study will be to recommend measures that maintain a positive cash flow and the integrity of the Water Fund while working towards the establishment of an operating reserve. The study is expected to be completed this year. Lastly, the Department is actively evaluating and pursuing low interest financing and grant opportunities to help fund necessary projects and expenses in the coming years.

Wastewater Operations and Maintenance

The Wastewater Operations and Maintenance Fund (Sewer Fund) budget provides funding for wastewater operations and maintenance expenses: biosolids treatment and disposal; pretreatment and source/environmental control, storm water management; wastewater quality control and permit compliance; major equipment and collection system repairs and replacements; and contributions to project accounts established for major facility and system repair and rehabilitation.

The proposed budget for FY24/25 is \$39M against projected revenues of \$34.9M, resulting in a projected cash flow deficit of \$4.1M. The Sewer Fund budget reflects increases of \$628K in chemical expenses, \$382K in salary and benefits expenses, and \$51K in operating expenses including general liability insurance, financial management fees, and service and supply expenses. Franchise taxes, in-lieu fees and financial management fees totaling \$6.5M will be paid to the General Fund. In addition to these expenses, \$2.5M will be set aside for repair and replacement projects to maintain operations, which is a \$1M reduction from last year's transfer total.

The Sewer Fund continues to make annual loan payments of \$7.1M on the Easterly Wastewater Treatment Plant Tertiary Project (Tertiary Project), which was completed in 2021. The Tertiary Project was budgeted at \$149M and a rate increase was approved in 2010 to secure a loan from the State Revolving Fund (SRF) to fund the project and build a reserve to repay the loan. As the Tertiary Project benefits both existing and new customers, the loan payments were intended to be repaid between the Sewer Fund and Sewer Development Impact Fee (DIF) Fund. The Sewer Fund is presently picking up the entire cost of the loan payments to date, which are scheduled to be made through FY2035/36. Lastly, as previously discussed, the cost of new valve turning equipment that will support both Water and Sewer Field Utilities will be equally split between both funds.

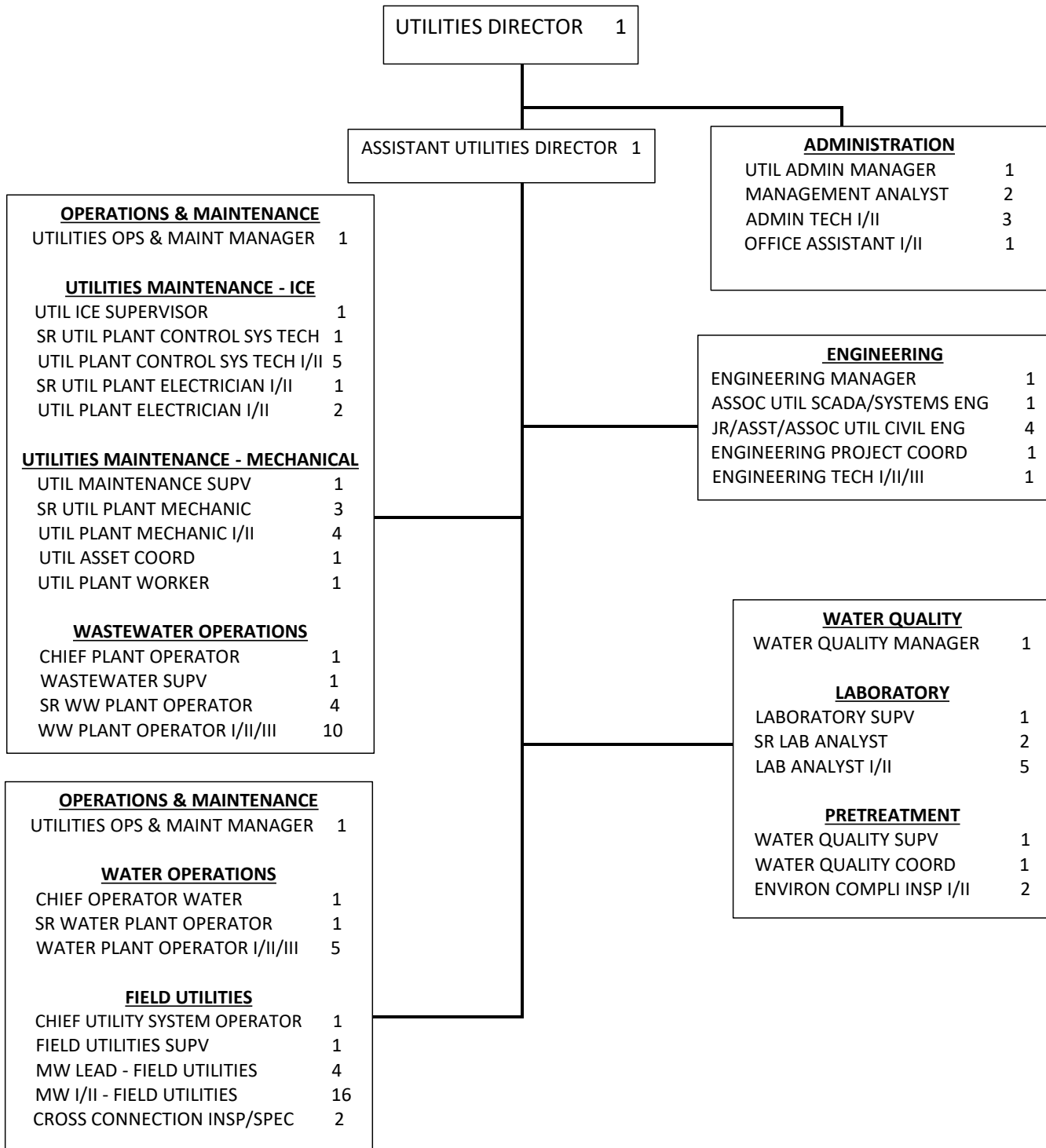
Like the Water Fund, the Sewer Fund proposed budget for FY24/25 reflects the Department's efforts to manage expenses while addressing critical operating and infrastructure needs. The Sewer Fund has continued to maintain reserves to cover both debt service payments and operating expenses and the projected operating deficit of \$4.1M for FY 24/25 will be covered by fund reserves.

Since there has not been a Sewer rate increase since 2014 revenues have remained relatively flat. Consequently, operating and maintenance expenses, in addition to the Tertiary Project loan costs, are expected to steadily outpace revenues. With adoption of the AB 1600 Development Impact Fee (DIF) study and Fee schedule in June 2022, the Department will be working towards equitably disbursing the annual loan payment between the Sewer fund and Sewer DIF fund going forward. If the Department can successfully redistribute the loan payment, it will reduce the impact on the Sewer Fund and help towards maintaining and building a sustainable cash reserve. If not, coupled with increasing operating and maintenance project expenses, the Wastewater Fund balance is projected to eventually go into a deficit balance without either an increase in revenues or a reduction in expenses. To that end, the Department is anticipating the completion of a Solar Project at Easterly Wastewater Treatment plant this year that is projected to result in energy cost savings. The Department is in negotiations with Mango Materials, Inc. regarding the long-term lease of City property for a major biotechnical project and a purchase agreement for digester gas. If successful in both endeavors, there is the potential for the Sewer Fund to benefit from both increased revenues and decreased operating expenses.

As with the Water Fund, a wastewater service rate study is underway to assess, evaluate and recommend options and measures to maintain a positive cash flow and operating reserve for the Sewer Fund. The study is expected to be completed at the same time as the water service rate study.

The Utilities Department's FY24/25 budget outlines the ongoing challenges and strategies for managing water and wastewater operations. Aligned with the City's Strategic Plan initiatives, the Department is actively implementing measures to protect and maintain quality of life, ensure effective and efficient services, and ensure fiscal sustainability.

UTILITIES DEPARTMENT



TOTAL FULLTIME POSITIONS 99

**City of Vacaville
FY2024 - 2025 Budget**

**SEWER UTILITY
UTILITIES DEPARTMENT**

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
Operating Expenditures:				
Salaries and Benefits	\$ 10,809,001	\$ 11,372,000	\$ 12,794,423	\$ 13,353,246
Overtime	220,579	384,047	331,552	342,000
Services and Supplies	3,831,800	4,526,375	5,001,026	5,257,445
Indirect Costs	2,966,827	3,882,381	3,720,272	3,789,422
Technology Costs	159,820	161,137	94,760	136,967
Total Operating Expenditures	17,988,028	20,325,940	21,942,034	22,879,080
Transfer to Facility Replacement	9,085,928	11,120,243	10,620,243	9,620,243
Measure G	4,278,418	4,201,685	4,092,221	4,092,221
Internal Cost Allocation	2,291,253	2,062,803	2,451,691	2,509,861
Net Operating Expenditures	\$ 33,643,626	\$ 37,710,671	\$ 39,106,189	\$ 39,101,405

Source of Funding:

Enterprise Fund Revenue	\$ 35,938,954	\$ 35,955,695	\$ 35,232,000	\$ 34,951,000
Use of (Contrib To) Fund Balance	(2,295,328)	1,754,976	3,874,189	4,150,405
Total Sources of Funding	\$ 33,643,626	\$ 37,710,671	\$ 39,106,189	\$ 39,101,405

Functional Distribution:

Easterly Treatment Plant	\$ 6,140,279	\$ 8,432,787	\$ 8,456,056	\$ 8,549,439
Industrial Treatment Plant	35,699	10,675	42,243	71,515
System Maintenance	2,657,995	2,861,130	3,002,853	2,911,888
System Administration	3,235,425	2,906,661	3,325,940	3,550,949
Utilities Maintenance	2,975,845	3,266,171	3,758,512	4,076,475
Water Quality Laboratory	1,130,083	1,207,463	1,412,029	1,421,233
Source Control	453,143	382,111	478,298	980,958
Sludge Disposal	134,445	61,848	130,042	-
Easterly Permitting	-	-	-	-
Equipment Repair & Maintenance	360,704	351,539	-	-
Engineering Services	864,408	845,555	1,336,061	1,316,623
Transfer to Facility Replacement	9,085,928	11,120,243	10,620,243	9,620,243
Cost Distributions/Bad Debt/Debt Exp	2,291,253	2,062,803	2,451,691	2,509,861
Excise Taxes (Measure G)	4,278,418	4,201,685	4,092,221	4,092,221
Total Distribution	\$ 33,643,626	\$ 37,710,671	\$ 39,106,189	\$ 39,101,405

FY23 Field Utilities staff moved from Public Works to Utilities Department

Full-Time Employees	50.58	62.9	62.9	63.4
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**City of Vacaville
FY2024 - 2025 Budget**

**WATER UTILITY
UTILITIES DEPARTMENT**

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adjusted Budget	FY 2024/25 Proposed Budget
Operating Expenditures:				
Salaries and Benefits	\$ 6,770,659	\$ 6,704,728	\$ 7,905,640	\$ 7,913,844
Overtime	191,327	240,034	294,655	252,662
Services and Supplies	7,387,425	8,867,004	8,564,490	9,500,788
Indirect Costs	2,578,150	2,798,187	2,728,405	3,252,626
Debt Payment (Principal)	573,531	611,378	650,985	692,422
Technology Costs	4,771	4,739	2,787	4,028
Total Operating Expenditures	17,505,864	19,226,072	20,146,962	21,616,369
Transfer to Facility Replacement	903,976	3,007,066	2,462,374	677,570
Measure G	2,106,726	2,016,964	2,164,910	2,096,910
Internal Cost Allocation	1,888,691	1,756,765	2,034,948	2,086,271
Net Operating Expenditures	\$ 22,405,257	\$ 26,006,866	\$ 26,809,194	\$ 26,477,120

Source of Funding:

Enterprise Fund Revenue	\$ 24,334,834	\$ 23,939,510	\$ 25,438,000	\$ 24,034,000
Use of (Contrib To) Fund Balance	(1,929,577)	2,067,357	1,371,194	2,443,120
Total Sources of Funding	\$ 22,405,257	\$ 26,006,866	\$ 26,809,194	\$ 26,477,120

Functional Distribution:

Water Supply and Production	\$ 3,400,909	\$4,014,045	\$ 3,959,374	\$ 4,481,481
Water System Administration	3,159,541	3,832,686	3,621,109	3,953,642
Transmission and Distribution	2,810,735	3,051,337	3,334,986	3,020,002
Customer Services: Field Service	576,443	769,990	952,970	932,334
NBR Treatment Plant	4,184,594	4,113,436	4,062,586	4,892,586
Utilities Maintenance	1,305,805	1,389,450	1,742,432	1,782,082
Water Conservation Program	18,277	6,142	75,000	140,000
Backflow Repair/Maint	544,450	495,968	646,007	570,285
Water Quality Laboratory	293,718	296,493	358,271	360,262
Equipment Repair and Maint	213,076	237,927	-	-
Engineering Services	424,783	407,221	743,242	791,273
Transfer to Facility Replacement	903,976	3,007,066	2,462,374	677,570
Cost Distributions/Bad Debt Exp	1,888,691	1,756,765	2,034,948	2,086,271
Debt Payment (Principal)	573,531	611,378	650,985	692,422
Excise Taxes (Measure G)	2,106,726	2,016,964	2,164,910	2,096,910
Total Distribution	\$ 22,405,257	\$26,006,866	\$ 26,809,194	\$ 26,477,120

FY23 Field Utilities staff moved from Public Works to Utilities Department

Full-Time Employees	25.42	35.1	35.1	35.6
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INTERNAL SERVICE FUNDS





Central Garage, Stores, and Fuel Station

Central Garage services for City vehicles and equipment are provided through the Public Works Department. Departments are charged for actual work performed on their vehicles, on a time and materials basis. The garage charge-out rate was increased by \$5 from \$100 to \$105 per hour in January 2020. A mark-up on parts and outside services is also assessed to partially cover overhead costs. In FY19/20, an annual assessment of a fixed overhead amount was allocated based on three-year work order histories to fully recover the costs of the service provided and eliminate the negative fund balance which had existed for years. Since the implementation of the overhead charge, the internal service fund has maintained a positive fund balance. A fuel and compressed natural gas (CNG) station is also operated at the Central Garage.

The activity of the City's Central Store services; purchase and consumption of inventory such as paper, sanitizer, and utility parts; are also tracked in this internal service fund.



City of Vacaville
 FY2024 - 2025 Budget

CENTRAL GARAGE & FUEL STATION
 INTERNAL SERVICE FUND

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Estimated End of Year	FY 2024/25 Proposed Budget
Resources:				
Projected Beginning Balance <i>(working capital)</i>	\$ 266,065	\$ 606,814	\$ 559,853	\$ 1,019,824
Internal Service Charges, Garage	3,425,771	3,885,622	4,154,560	4,556,227
Internal Service Charges, Fuel/CNG/SID	1,292,207	1,380,920	1,399,320	1,488,225
Internal Service Charges, Central Stores	248,234	284,699	375,917	242,815
Other Revenue	4,183	7,598	11,305	-
Total Resources:	5,236,460	6,165,653	6,500,955	7,307,091
Uses:				
Salaries and Benefits	\$ 1,264,289	\$ 1,376,947	\$ 1,501,828	\$ 1,789,455
Sublet Costs - Garage	1,175,389	1,685,002	1,478,140	1,621,080
Vehicle Parts - Garage	486,397	560,862	526,322	570,355
Garage Supplies/Overhead	317,101	343,897	305,216	575,336
Fuel Station Supplies/Overhead	1,135,039	1,342,016	1,264,181	1,488,225
Central Stores Supplies/Overhead	251,431	297,076	405,443	242,815
Total Uses:	\$ 4,629,646	\$ 5,605,800	\$ 5,481,131	\$ 6,287,267
Projected Ending Balance:	\$ 606,814	\$ 559,853	\$ 1,019,824	\$ 1,019,824



General Liability - Self Insurance Program

The City's various property and casualty insurance programs are consolidated into one Internal Service Fund for General Liability. This fund includes the following insurance coverages:

- General and Automobile Liability;
- Automobile Physical Damage;
- All-Risk Major Property (excluding flood and earthquake);
- Boiler and Machinery;
- Cyber Liability;
- Drones;
- Deadly Weapon incidents; and
- Crime/Faithful Performance of Duty

Most of the above insurance coverages are obtained through the City's participation as a member of the California Joint Powers Risk Management Authority (CJPRMA). The City is self-insured for General and Automotive Liability for the first \$750,000. The internal charges that fund the internal service fund have been increased to \$5,164,000 for FY 25 based off the City's most recent actuarial valuation. The annual third-party valuation provides the City with a range of recommendations on the appropriate level of funding for the program. The City will decrease the funding of this program from the 80% confidence level to 75% in the upcoming fiscal year as we continue balance other citywide increased costs.

We are slowly coming out of what has been described as the worst "hard insurance market" since the mid-1980s. A "hard market" is characterized by increases in premium, changes in the terms of insurance contracts that are unfavorable to purchasers of insurance and a lack of capacity in the market. Additionally, there are loss-driven pressures, especially for public agencies in California, as jury awards have been increasing at an alarming rate. As a result, the general liability program and property insurance program have seen significant increases in premiums over the last several years.

The costs for this program are allocated to departments through internal service charges based on their total payroll.



City of Vacaville
 FY2024 - 2025 Budget

GENERAL LIABILITY SELF-INSURANCE
 INTERNAL SERVICE FUND

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Estimated End of Year	FY 2024/25 Proposed Budget
Resources:				
Projected Beginning Balance <i>(working capital)</i>	\$ 1,701,949	\$ 1,680,220	\$ 2,085,368	\$ 2,208,948
Internal Charges	2,491,572	3,665,054	4,121,840	5,164,000
Total Resources:	\$ 4,193,521	\$ 5,345,274	\$ 6,207,208	\$ 7,372,948
Uses:				
Pooled and Excess Insurance Costs	\$ 1,621,405	\$ 1,808,608	\$2,603,923	\$3,148,742
Transfer to Workers Comp Fund	-	-	-	-
Claims Administration	368,930	373,006	416,471	500,340
Claims Losses	522,966	1,078,292	977,866	900,000
Total Uses:	\$ 2,513,301	\$ 3,259,906	\$ 3,998,259	\$ 4,549,082
Projected Ending Balance:	\$ 1,680,220	\$ 2,085,368	\$ 2,208,948	\$ 2,823,866



Printer/Copier Internal Service Fund

The City has a large fleet of printers and copiers throughout its operations. Copiers are leased from Ricoh, while printers are purchased. A management contract with Ricoh includes the lease costs, print costs based on our usage, and labor to maintain the machines. The copiers were refreshed in the current fiscal year with new models; the last time a “refresh” was done was in FY17/18. The printer fleet has historically included a wide variety of models ranging from new to over 15 years old. Parts are difficult to find to repair the older models, and a large inventory of supplies is necessary to maintain that many different types of machines.

The purpose of this ISF is to standardize the fleet and simplify the types of supplies needed. A small set of printer models was selected that would meet the various operational needs throughout the City. Those model choices are updated, as appropriate, over time. A five-year replacement cycle has been established and funds are collected from each department to replace the machines as they come due, similar to the tech fund replacement of computers.



City of Vacaville
 FY2024 - 2025 Budget

PRINTER/COPIER
 INTERNAL SERVICE FUND

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Estimated End of Year	FY 2024/25 Proposed Budget
Resources:				
Projected Beginning Balance <i>(working capital)</i>	\$ 72,562	\$ 19,728	\$ 49,537	\$ 75,089
Internal Charges	215,321	245,051	281,394	214,394
Total Resources:	\$ 287,883	\$ 264,779	\$ 330,931	\$ 289,483
Uses:				
Pooled and Excess Insurance Costs	\$ 268,155	\$ 215,242	\$ 255,842	\$ 245,709
Total Uses:	\$ 268,155	\$ 215,242	\$ 255,842	\$ 245,709
Projected Ending Balance:	\$ 19,728	\$ 49,537	\$ 75,089	\$ 43,774



Retiree and Other Benefits

This fund is used to account for three types of expenses per existing labor agreements: (1) retiree medical insurance benefits, (2) payment of accrued and vested leave balances to employees who are retiring or otherwise leaving City employment, and (3) payment of accrued compensated absences for active employees. In addition, a budgeted amount for citywide unemployment costs is included, as needed. Costs incurred for this program are allocated to departments through internal service charges, based on a percentage of payroll. Costs have been increasing steadily due to increases in health care premiums and a growing retiree population. Over the last several years, payments have increased dramatically as vacation and sick leave balances increased during the pandemic as many employees deferred using these compensated absences. As a result, the internal charges (funding) for this internal service fund was substantially increased in fiscal year 2022/23 to replenish the fund.

With respect to retiree medical benefits, the City has an unfunded liability related to future benefits payable to existing retirees and employees. The liability can be reduced substantially by “pre-funding” the obligation to pay medical benefits the same as we do for retirement benefits. Under a policy adopted by the City Council, contributions to the Other Post Employment Benefits (OPEB) liability will be made in an amount equal to or greater than the annual Actuarially Determined Contribution (ADC).



City of Vacaville
 FY2024 - 2025 Budget

RETIREE AND OTHER BENEFITS
 INTERNAL SERVICE FUND

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Estimated End of Year	FY 2024/25 Proposed Budget
Resources:				
Projected Beginning Balance <i>(working capital)</i>	\$ 387,551	\$ (635,563)	\$ 1,766,175	\$ 852,719
Internal Charges - Retiree	6,232,243	7,925,000	7,500,000	7,300,000
Internal Charges - Current	750,000	2,000,000	750,000	750,000
OPEB - Employees/Retirees	361,303	319,065	300,000	300,000
OPEB - City	2,748,379	2,377,508	2,900,000	1,900,000
Interest	6,888	11,159	12,406	-
Total Resources:	10,486,365	11,997,168	13,228,581	11,102,719
Uses:				
Retiree Medical Premiums	\$ 5,962,476	\$ 6,079,405	\$ 6,188,300	\$ 6,700,000
Transfer to PERS OPEB Trust Fund	3,116,571	2,050,000	2,500,000	2,200,000
Payments for Accrued Leave Balances	1,034,567	1,346,048	1,105,031	550,000
Payments for Current Leave	994,730	743,597	1,015,819	750,000
Unemployment	13,584	11,943	66,712	50,000
ADP Payment	-	-	1,500,000	-
Total Uses:	\$ 11,121,928	\$ 10,230,993	\$ 12,375,861	\$ 10,250,000
Projected Ending Balance:	\$ (635,563)	\$ 1,766,175	\$ 852,719	\$ 852,719



Technology Replacement Fund

Information technology is an essential and integral part of City operations and services. As its role has grown, so has the need to maintain the hardware and software that is critical to the organization-wide technology infrastructure.

Servers and desktop computers (based on a 4-year lifespan), network devices, video surveillance, VoIP, and software licensing for citywide applications are included in this fund. Through this replacement mechanism, the organization benefits from the consistent availability of mission-critical technology, improved data security, increased staff efficiency, and greater accessibility to current versions of software applications.

Costs are allocated to department operating budgets through internal service charges based on the number of desktop computers and the applications that reside on each server. These allocations were temporarily reduced in FY20/21 by approximately \$595,690 as a one-time cost-saving measure due to the fiscal uncertainty of the pandemic. Full annual funding of this internal service fund was reestablished in FY 21/22 to the tune of \$1.97 million and another contribution of \$2 million was made during the fiscal year FY22/23. Following another reduction in FY 23/24 to \$1.25 million as the fund balance grew there were delays in implementing planned replacements as the economy was significantly impacted by supply chain issues.

Furthermore, since last year's budget adoption, staff has seen significantly increased costs related to technology, and the projection for FY24/25 has jumped from \$1.9M to \$2.5M for a 26% increase. While the citywide contribution was increased to \$1.7 million the fund is projected to be depleted by the end of FY24/25. In addition, this doesn't account for the anticipated replacement of the VoIP system staff will be looking into in the upcoming year as it has exceeded its useful life.

As the city continues to balance other citywide increased costs and stagnant overall revenue growth, this fund will likely need to be reviewed at mid-year for potential budget augmentations.



City of Vacaville
 FY2024 - 2025 Budget

TECHNOLOGY REPLACEMENT
 INTERNAL SERVICE FUND

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Estimated End of Year	FY 2024/25 Proposed Budget
Resources:				
Internal Service Charges	1,974,441	2,015,801	1,266,251	1,700,000
Total Resources:	\$ 1,974,441	\$ 2,015,801	\$ 1,266,251	\$ 1,700,000
Uses:				
Server Replacement	\$ -	\$ 143,718	\$ 297,870	\$ 298,000
PC Replacement	209,200	296,626	187,487	341,746
Network Device Replacement	9,181	71,545	168	4,500
Software Licensing	799,426	1,336,273	1,067,182	1,190,491
Services & Non Capital Computer Equip.	120,514	112,353	276,396	596,303
Equipment Maintenance Agreements	25,689	30,431	30,468	49,105
Total Uses:	\$ 1,164,010	\$ 1,990,946	\$ 1,859,570	\$ 2,480,145

FUND BALANCE (working capital)

Projected Beginning Balance	\$ 538,177	\$ 1,348,608	\$ 1,373,464	\$ 780,145
Internal Service Charges	\$ 1,974,441	\$ 2,015,801	\$ 1,266,251	\$ 1,700,000
Sale of Property	-	-	-	-
Total Resources	\$ 2,512,618	\$ 3,364,409	\$ 2,639,715	\$ 2,480,145
Expenditures	\$ 1,164,010	\$ 1,990,946	\$ 1,859,570	\$ 2,480,145
Capitalization of Assets	-	-	-	-
Transfer out	-	-	-	-
Total Uses:	\$ 1,164,010	\$ 1,990,946	\$ 1,859,570	\$ 2,480,145
Projected Ending Balance:	\$ 1,348,608	\$ 1,373,464	\$ 780,145	\$ 0



Vehicle and Equipment Replacement Fund

This internal service fund is used to replace existing vehicles, including police patrol cars, sedans, vans, and pickups, as well as other rolling stock such as tractors, trailer-mounted pumps and generators, and gators. The purchase plan for these funds centers on replacing those units which meet certain criteria based on mileage, years of use, and maintenance costs. Balances are tracked by the contributing funding source.

Historically, the budget includes a total transfer of \$2.3 million from the General Fund and Measure M to the equipment replacement fund. Of that transfer, \$2,000,000 is Measure M funding with the remaining \$300,000 coming from General Fund. Due to the fiscal uncertainty of the COVID 19 pandemic several years ago, the contribution from the General Fund was eliminated as a cost-savings measure in FY 2020/21. This funding level was restored the following fiscal year, FY 2021/22. The fund balance in the Vehicle and Equipment Replacement Fund is anticipated to continue to hover above \$5 million as supply chain issues continue to severely impacted the ability to replace the City's fleet in a timely manner.



City of Vacaville
 FY2024 - 2025 Budget

VEHICLE & EQUIPMENT REPLACEMENT
 INTERNAL SERVICE FUND

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Estimated End of Year	FY 2024/25 Proposed Budget
Resources:				
Projected Beginning Balance <i>(working capital)</i>	\$ 2,613,323	\$ 5,457,243	\$ 5,053,366	\$ 4,496,844
Operating Transfer from General Fund	3,269,118	3,086,633	2,340,000	2,300,000
Sale of Property	121,847	195,230	182,466	-
Capital Lease/Debt Proceeds	1,184,500	-	-	-
Interest Revenue	32,399	66,683	72,541	-
Internal Service Charges, Non-General Fun	487,444	570,557	676,889	670,906
Total Resources:	\$ 7,708,632	\$ 9,376,346	\$ 8,325,262	\$ 7,467,750
Uses:				
Vehicles, General Fund	\$ 1,283,207	\$ 2,538,431	\$ 2,251,322	\$ 2,268,154
Transfers Out GF	275,000	-	-	-
Vehicles, Non-GF	281,017	1,249,522	1,037,287	150,000
Debt Service Payments	412,165	535,027	539,809	47,227
Total Uses:	\$ 2,251,389	\$ 4,322,980	\$ 3,828,418	\$ 2,465,381
Projected Ending Balance:	\$ 5,457,243	\$ 5,053,366	\$ 4,496,844	\$ 5,002,369



Workers' Compensation - Self Insurance Program

The City provides workers' compensation benefits to injured workers in accordance with the State of California Labor Code. The City is self-insured under a certificate of consent issued by the State of California Department of Industrial Relations. The City pays for the first \$350,000 of any one occurrence. The City obtains excess workers' compensation coverage through its participation in the Local Agency Workers' Compensation Excess (LAWCX) Joint Powers Authority.

The internal charges that fund the internal service fund have been increased to \$3,988,000 for FY 24/25 based off of the City's most recent actuarial valuation. The third-party biennial valuation provides the City with a range of recommendations on the appropriate level of funding for the program. Similar to the General Liability Self Insurance Program, the City will fund the Worker's Compensation Self-Insurance Program approximately at the 80% confidence level in the upcoming fiscal year. The costs incurred for this program are allocated to departments through internal service charges based on their total payroll.

Workers' comp charges are based on a percentage of salary. For FY 24/25, workers' comp charges range from 2.5% - 7.5% of salary, depending on job classification, averaging about 3% of payroll.



City of Vacaville
 FY2024 - 2025 Budget

WORKERS COMPENSATION
 INTERNAL SERVICE FUND

Account Description	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Estimated End of Year	FY 2024/25 Proposed Budget
Resources:				
Projected Beginning Balance <i>(working capital)</i>	\$ 5,374,401	\$ 5,326,160	\$ 5,186,081	\$ 4,769,417
Internal Charges	2,684,171	2,828,240	3,212,469	3,669,978
Transfer from General Liability	-	-	-	-
Total Resources:	\$ 8,058,572	\$ 8,154,400	\$ 8,398,550	\$ 8,439,395
Uses:				
Pooled and Excess Insurance Costs	\$ 855,863	\$ 850,401	\$ 975,532	\$ 1,036,260
Claims Administration	745,980	734,766	731,641	715,581
Benefit Payments	1,130,569	1,383,152	1,921,959	950,000
Total Uses:	\$ 2,732,412	\$ 2,968,319	\$ 3,629,133	\$ 2,701,841
Projected Ending Balance:	\$ 5,326,160	\$ 5,186,081	\$ 4,769,417	\$ 5,737,554



City of Vacaville
 FY2024 - 2025 Budget

CAPITAL EQUIPMENT LEASE OBLIGATIONS
 LEASED EQUIPMENT SCHEDULE

FY Beg.	Equipment	Term	FY24	FY25	FY26	FY27	FY28	FY29	Thereafter
FY16	Vactor Dump Truck	10 yrs 10 yrs	\$ 48,278	\$ 48,278	\$ -	\$ -	\$ -		\$ -
			10,900	10,900	-	-	-		-
			<u>\$ 59,178</u>	<u>\$ 59,178</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
FY17	Ladder Truck/ Fire Engine	10 yrs	189,943	189,943	189,943		-	-	-
			<u>\$ 189,943</u>	<u>\$ 189,943</u>	<u>\$ 189,943</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
FY18	Sewer TV Inspection Van	10 yrs	38,980	38,755	38,524	38,287	-	-	-
	Sewer Dump Truck	10 yrs	14,095	14,019	13,941	13,861	13,778	-	-
	Water Service Truck	10 yrs	15,696	15,611	15,525	15,435	15,343	-	-
	Sewer Tractor/Aerator	10 yrs	22,428	22,307	22,183	22,056	21,924	-	-
	<u>\$ 91,199</u>	<u>\$ 90,692</u>	<u>\$ 90,173</u>	<u>\$ 89,639</u>	<u>\$ 51,045</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	
FY20	Crane Truck/Water Crew Truck	10 yrs	71,045	71,045	71,045	71,045	71,045	71,045	35,523
			<u>\$ 71,045</u>	<u>\$ 71,045</u>	<u>\$ 71,045</u>	<u>\$ 71,045</u>	<u>\$ 71,045</u>	<u>\$ 71,045</u>	<u>\$ 35,523</u>
Total Capital Lease Obligations			\$ 411,365	\$ 410,858	\$ 351,161	\$ 160,684	\$ 122,090	\$ 71,045	\$ 35,523



APPENDIX





Debt Management

The total estimated debt of the City as of June 30, 2024 will be: **\$104,227,237**

The estimated debt as of June 30, 2025 will be: **\$89,942,065**

The City of Vacaville has no outstanding debt subject to the legal debt limit per California Government Code, Section 43605.

Bonded Debt Limit Calculation

FY2023-24 Secured property assessed value, net of exempt real property	\$16,521,071,390
Bonded debt limit (15% of assessed value) per California Government Code, Section 43605	\$2,478,160,709
Amount of debt subject to the debt limit	\$0

	Estimated Debt as of June 30, 2024	Principal Additions	Principal Retirement	Estimated Debt as of June 30, 2025
<u>Interfund Loans:</u>				
Fire Impact Fee Fund to Sewer/Water Capital Funds	\$ 596,008	\$ -	\$ 66,580	\$ 529,428
Water Operations Fund to Easterly WWTP	100,000	-	-	100,000
Equipment Replacement Fund to Measure M Fund	962,871	-	113,569	849,302
Total Interfund Loans	\$ 1,658,878	\$ -	\$ 180,149	\$ 1,478,730
<u>Loans:</u>				
State Revolving Fund Loans - Easterly WWTP (120)	\$ 9,231,149	\$ -	\$ 4,554,094	\$ 4,677,055
State Revolving Fund Loans - Easterly WWTP Tertiary Projects (110 & 120 & 130)	66,067,405	-	5,387,860	60,679,545
Total Loans	\$ 75,298,554	\$ -	\$ 9,941,954	\$ 65,356,600
<u>Financial Obligations:</u>				
Vacaville Recreation Corporation	\$ 232,673	\$ -	\$ 184,969	\$ 47,704
Leasource Financial Services, Inc. - Public Safety Radio	929,908	-	183,716	746,192
Leasource Financial Services, Inc. - Equipment 2019	361,483	-	61,737	299,746
PNC, LLC	1,810,053	-	692,422	1,117,631
Holman Corporation - 2014 Acquisition	57,516	-	57,516	-
Holman Corporation - 2015 Acquisition	364,771	-	179,912	184,859
Holman Corporation - 2017 Acquisition	107,415	-	34,721	72,694
Holman Corporation - 2017 Acquisition	188,706	-	45,126	143,580
Ford Explorer	2,628	-	2,628	-
Total Financed Obligations	\$ 4,055,153	\$ -	\$ 1,442,747	\$ 2,612,406
<u>Tax Allocation Bonds:</u>				
Successor Agency to the RDA of the City of Vacaville				
200A Multifamily Mortgage Bonds	\$ 173,990	\$ -	\$ 173,990	\$ -
2014 Subordinate Tax Allocation Refunding Bonds	11,970,000	-	1,325,000	10,645,000
2014 Subordinate Tax Allocation Refunding Bonds Premium	1,170,662	-	146,333	1,024,329
2016 Subordinate Tax Allocation Refunding Bonds Series A	1,480,000	-	-	1,480,000
2016 Subordinate Tax Allocation Refunding Bonds Series A-T	8,420,000	-	1,075,000	7,345,000
Total Tax Allocation Bonds	\$ 23,214,652	\$ -	\$ 2,720,323	\$ 20,494,329
Total Indebtedness	\$ 104,227,237	\$ -	\$ 14,285,173	\$ 89,942,065

Debt Management Details

Interfund Loans:

Fire Impact Fee Fund to Sewer/Water Capital Funds
Funding for the Fire Department Ladder Truck/ Fire Engine
Maturity date of 9/10/2025

Water Operations Fund to Easterly Waste Water Treatment Plant
Funding for Water Operations projects at Easterly Waste Water Treatment Plant
Maturity date N/A

Equipment Replacement Fund to Measure M Fund
Funding for a Pipe Hunter Jet Eye Flusher Truck
Funding for a Vac-Con Titan model Combination truck
Funding for a 950M Wheel Loader 250HP
Maturity dates of 2/01/2032 & 6/01/2032

Loans:

State Revolving Fund Loan
Funding for the Easterly Wastewater Treatment Plant Expansion
Maturity date of 7/01/2025

State Revolving Fund Loan
Funding for the Easterly Wastewater Treatment Plant Tertiary Project
Maturity date of 6/30/2035

Financial Obligations:

Vacaville Recreation Corporation
Sublease agreement with Vacaville Recreation Corporation (Corporation) and Agency. The Agency entered into an agreement, option to purchase and right of first refusal with the Corporation for the in-line/multi-purpose portion of the Vacaville Skating Center.
Maturity date of 9/30/2025

Leasource Financial Services, Inc. - Public Safety Radio
Public Safety radio communications system, including system components, radio dispatch console, and radio components from Motorola, Inc.
Maturity date of 2/28/2029

Leasource Financial Services, Inc. - Equipment 2019
Equipment purchase of a Peterbilt Water Truck.
Maturity date of 10/31/2029

PNC, LLC
Facility improvement projects in progress throughout the City.
Maturity date of 8/31/2026

Debt Management Details

Holman Corporation - 2014 Acquisition

Equipment purchase of a dump truck and vector Truck

Maturity date of 3/30/2025

Holman Corporation - 2015 Acquisition

Equipment purchase of a fire engine and ladder truck for Fire Station 75.

Maturity date of 9/30/2025

Holman Corporation - 2017 Acquisition

Equipment purchase of a a TV van with inspection system for the Utilitites Department.

Maturity date of 4/30/2027

Holman Corporation - 2017 Acquisition

Equipment purchase of Utility Vehicles with all accessories, attachments, substitutions and accessories.

Maturity date of 9/30/2027

Ford Explorer

Equipment purchase of a Ford Explorer with all equipment for the Police Department.

Maturity date of 9/30/2024

Tax Allocation Bonds:

Successor Agency to the Redevelopment Agency of the City of Vacaville 2000A Multifamily Mortgage Revenue

Multifamily Mortgage Revenue Bonds were issued by the Agency to provide financing for Vacaville Community Housing (VCH), a non-profit corporation, to acquire and rehabilitate multifamily rental housing units. The bonds are limited obligations of the Agency and are payable solely from VCH project revenues, certain tax increment revenues, and certain other and pledge funds.

Maturity date of 9/30/2025

Successor Agency to the Redevelopment Agency of the City of Vacaville Tax Allocation Refunding Bonds, Series 2014 Refunding the 1996, 2000 and 2001 Bonds. Outstanding loans payable from tax increment revenue generated in the Vacaville Community Redevelopment Project Area in the I-505/80 Project Area.

Maturity date of 3/30/2032

Successor Agency to the Redevelopment Agency of the City of Vacaville Tax Allocation Refunding Bonds, Series 2016 A Refunding the 2006 ABAG Bonds.

Maturity date of 9/30/2032

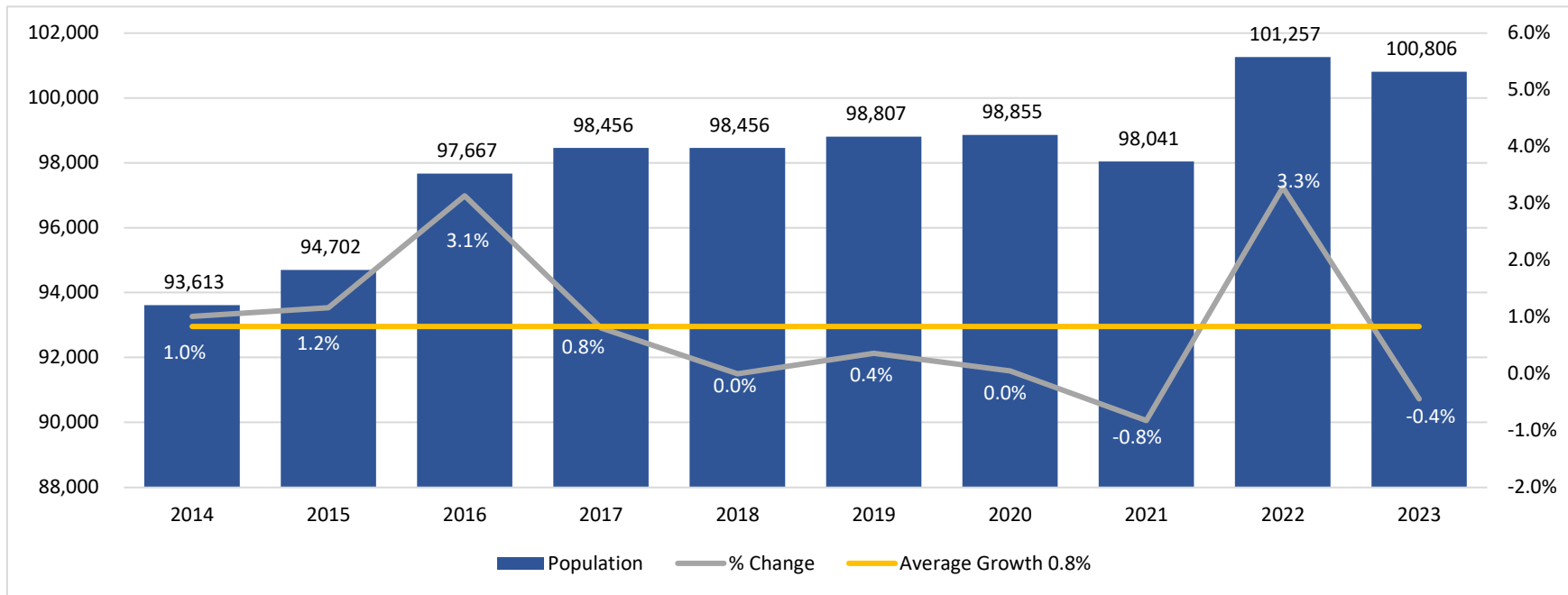
Successor Agency to the Redevelopment Agency of the City of Vacaville Tax Allocation Refunding Bonds, Series 2016 A-T Refunding the 2006 Taxable Housing Bonds.

Maturity date of 9/30/2031



City of Vacaville Trends

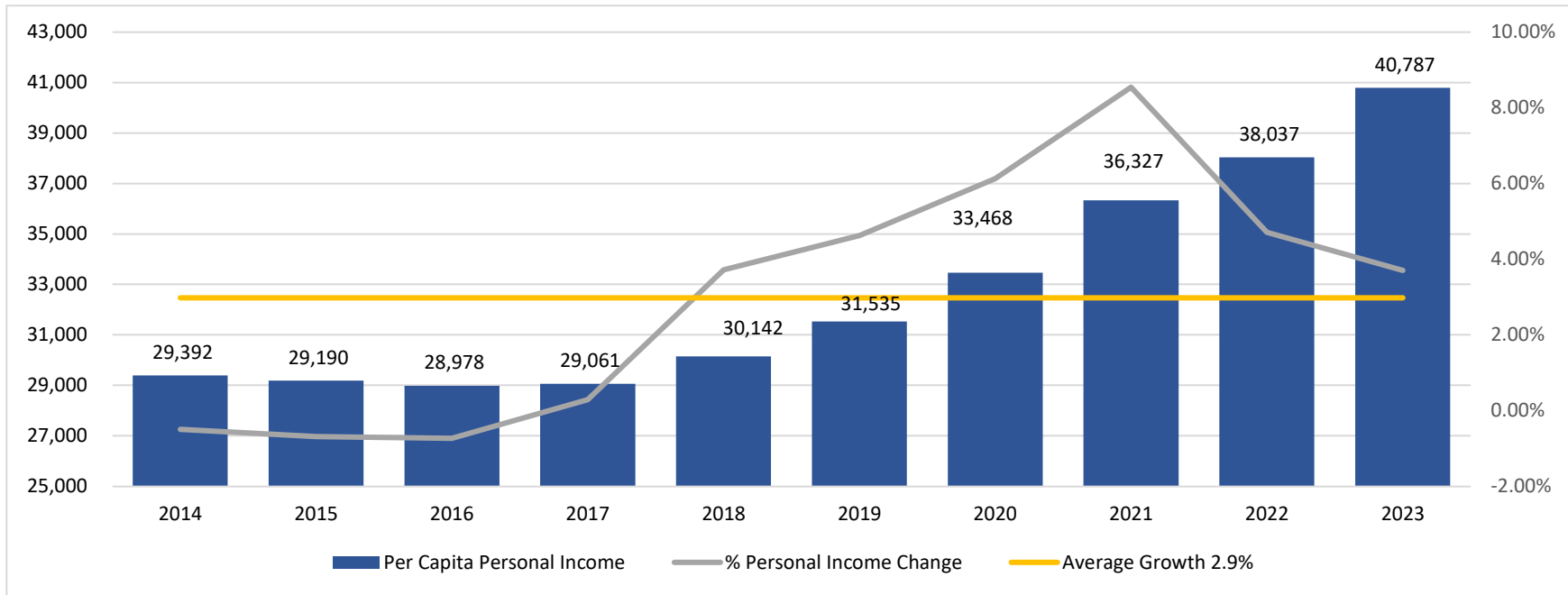
Population Growth Ten Year History



Source: State of California Department of Finance (as of January each year)

City of Vacaville Trends

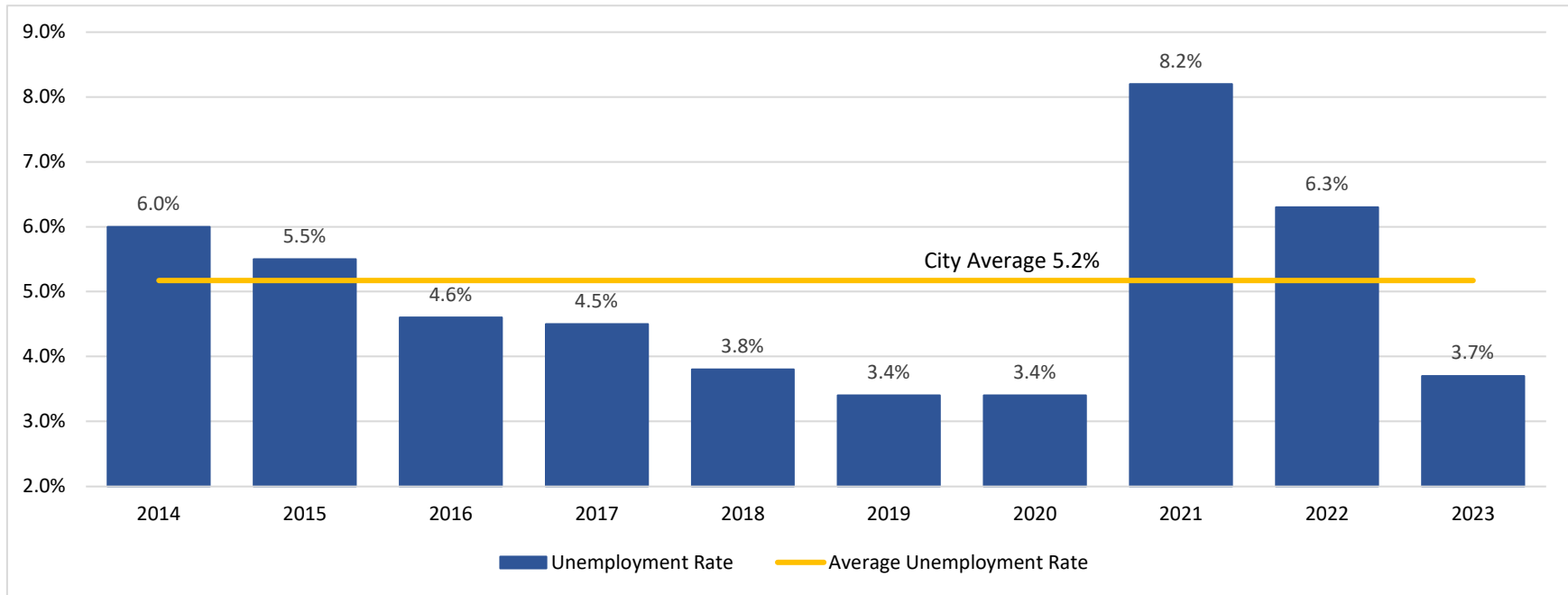
Per Capita Personal Income Ten Year History



Source: HdL Coren & Cone

City of Vacaville Trends

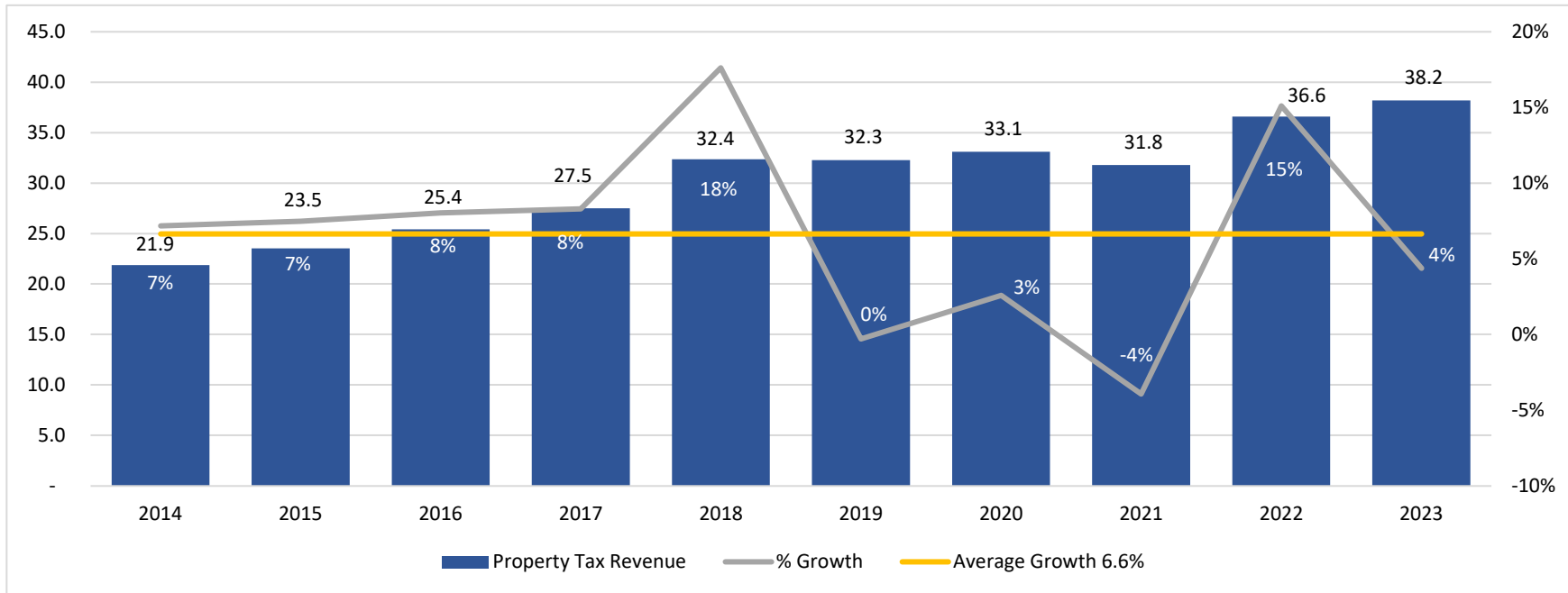
Unemployment Rate Ten Year History



Source: State of California Employment Development Department (as of January each year)

City of Vacaville Trends

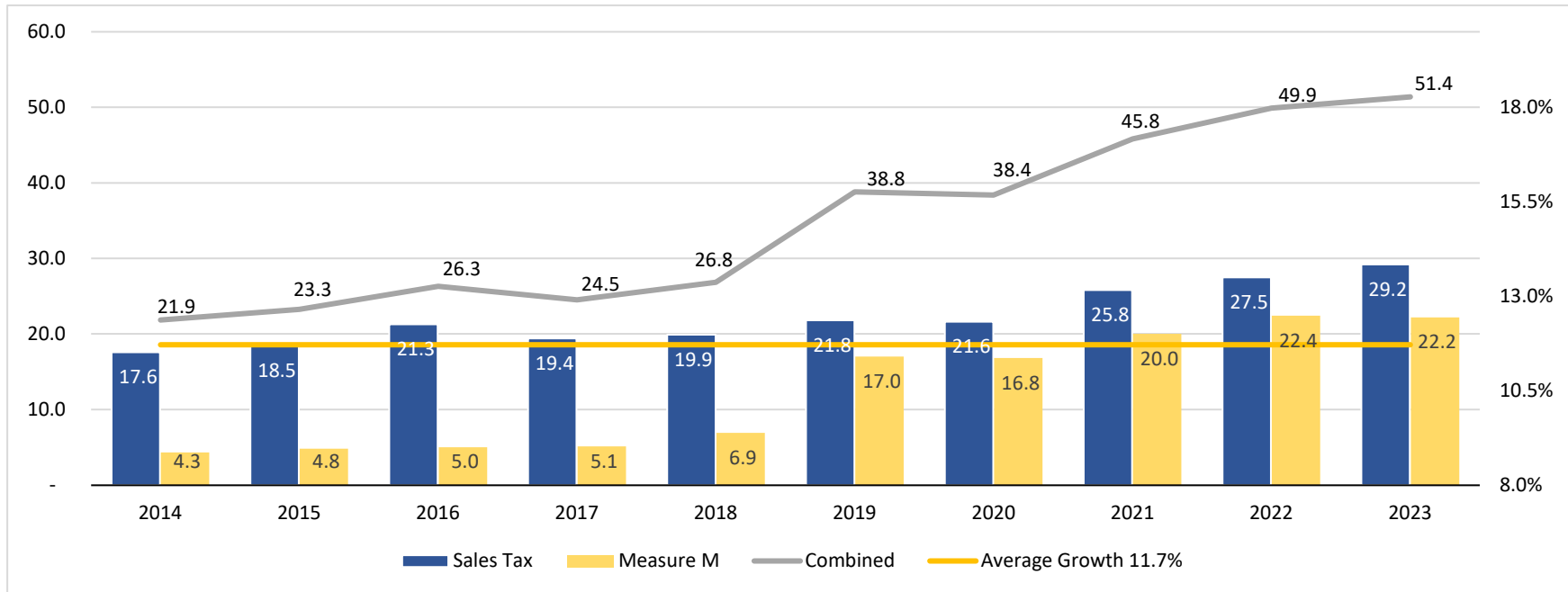
Property Tax Revenue Ten Year History (Amount In Millions \$)



* Includes Property Tax, Property Tax in Lieu of VLF and RDA Pass-Through/TI Excess

City of Vacaville Trends

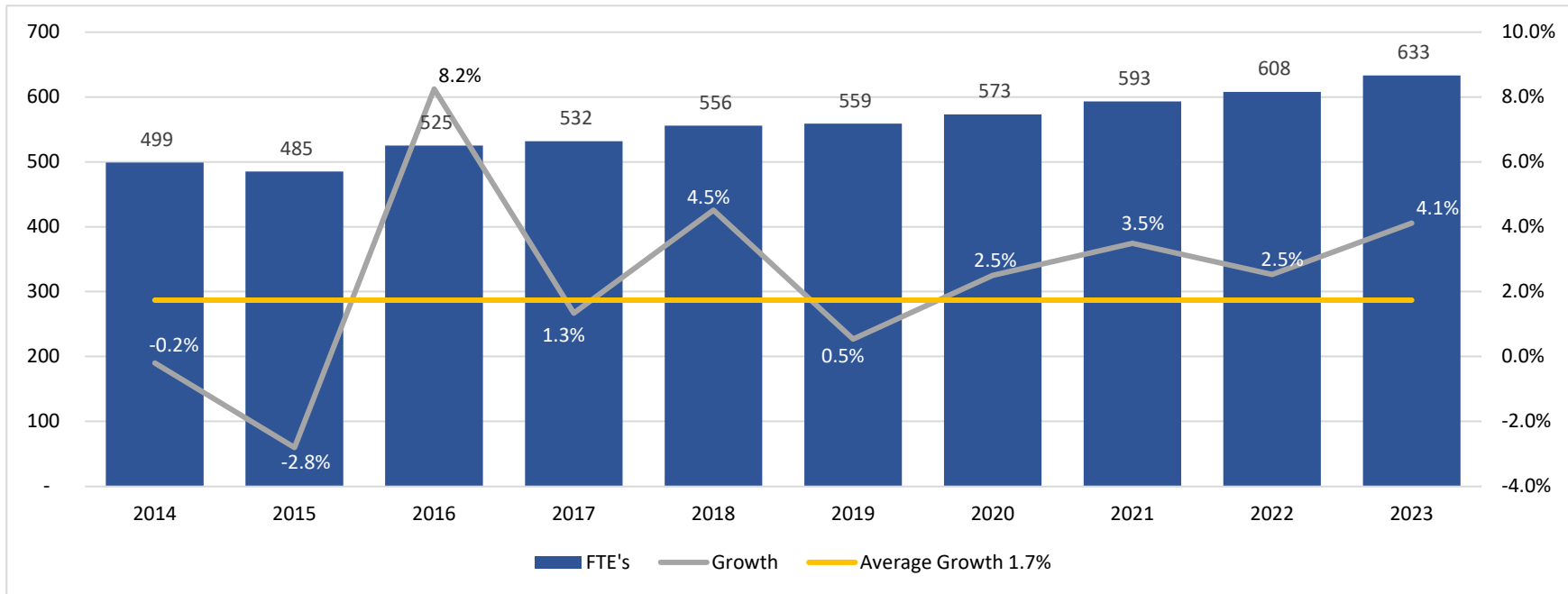
Sales Tax Revenue Ten Year History (Amount In Millions \$)



FY19 - Implementation of AB147 Wayfair Act (Online sales tax)

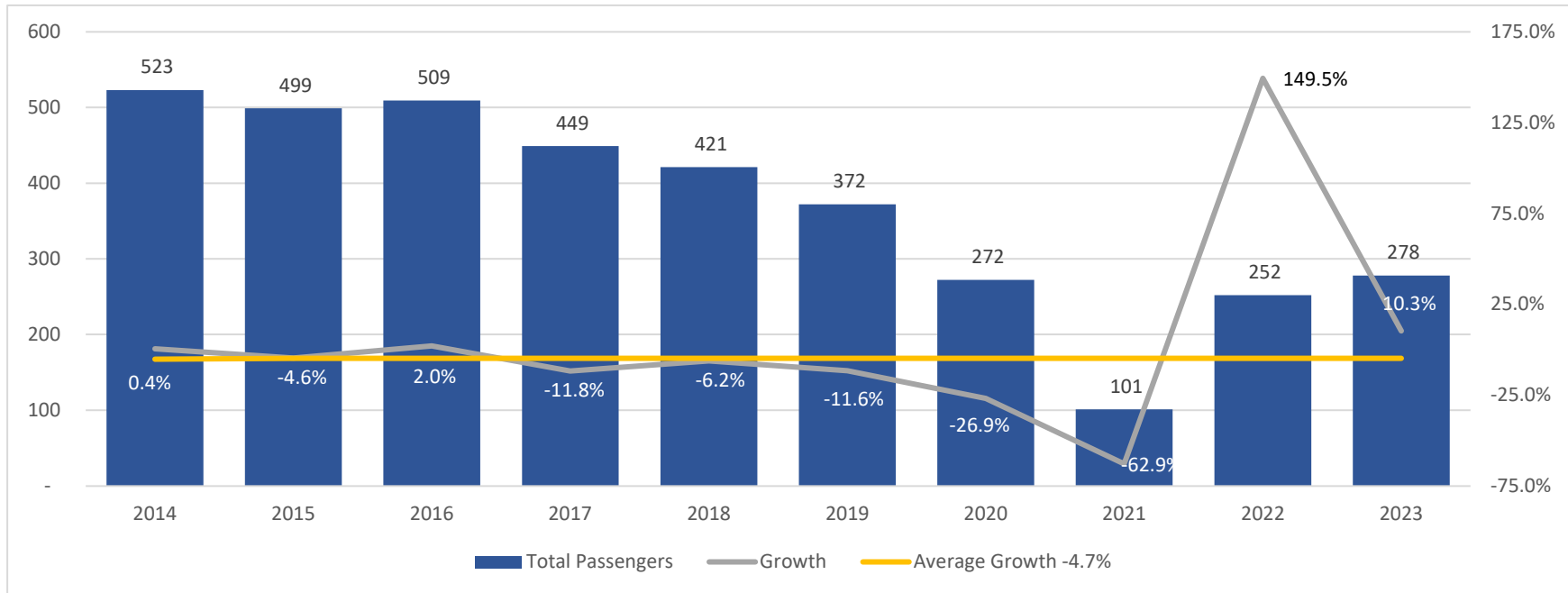
City of Vacaville Trends

Full-Time Employee's (FTE's) Ten Year History



City of Vacaville Trends

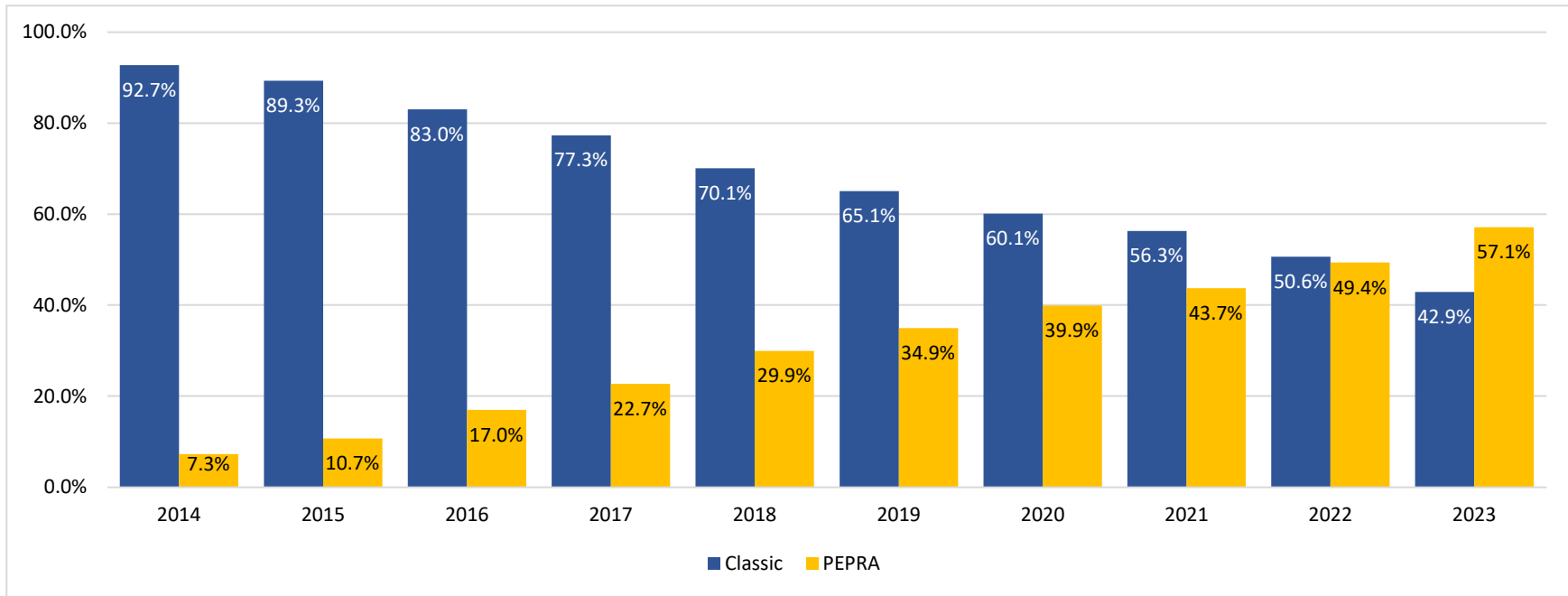
Transit Passengers Ten Year History (In Thousands)



Source: Public Works - Transit Department

City of Vacaville Trends

Classic vs PEPR A Employee Percentage Ten Year History



Source: Human Resources Department

Budget Guide

The City's budget is an important policy document. It serves as an annual financial plan, identifying the spending priorities for the organization. The budget is used to balance available resources with community needs, as determined by the City Council. It also serves as a tool for communicating the City's financial strategies and for ensuring accountability.

The City's operating budget is a plan for one specified fiscal year. The fiscal year for this budget begins on July 1, 2024 and ends on June 30, 2025.

Budget Development

The City Manager is responsible for the development of a proposed budget for consideration by the City Council. The budget development process begins in January with a midyear update of the current year's budget and the General Fund revenue forecast, which establishes a general framework under which to develop budget guidelines for the upcoming fiscal year.

Establishing the base budget involves taking the final budget from the previous year, reducing it for any one-time expenditures, and adjusting for contractual obligations in accordance with established labor agreements and other long-term contracts. Adjustments are also made for other anticipated increases in specified line items that affect multiple departments, e.g., fuel costs. All programs funded through charges back to user operations (i.e., internal service funds, such as the central garage) are reviewed in order to establish rates for the coming fiscal year.

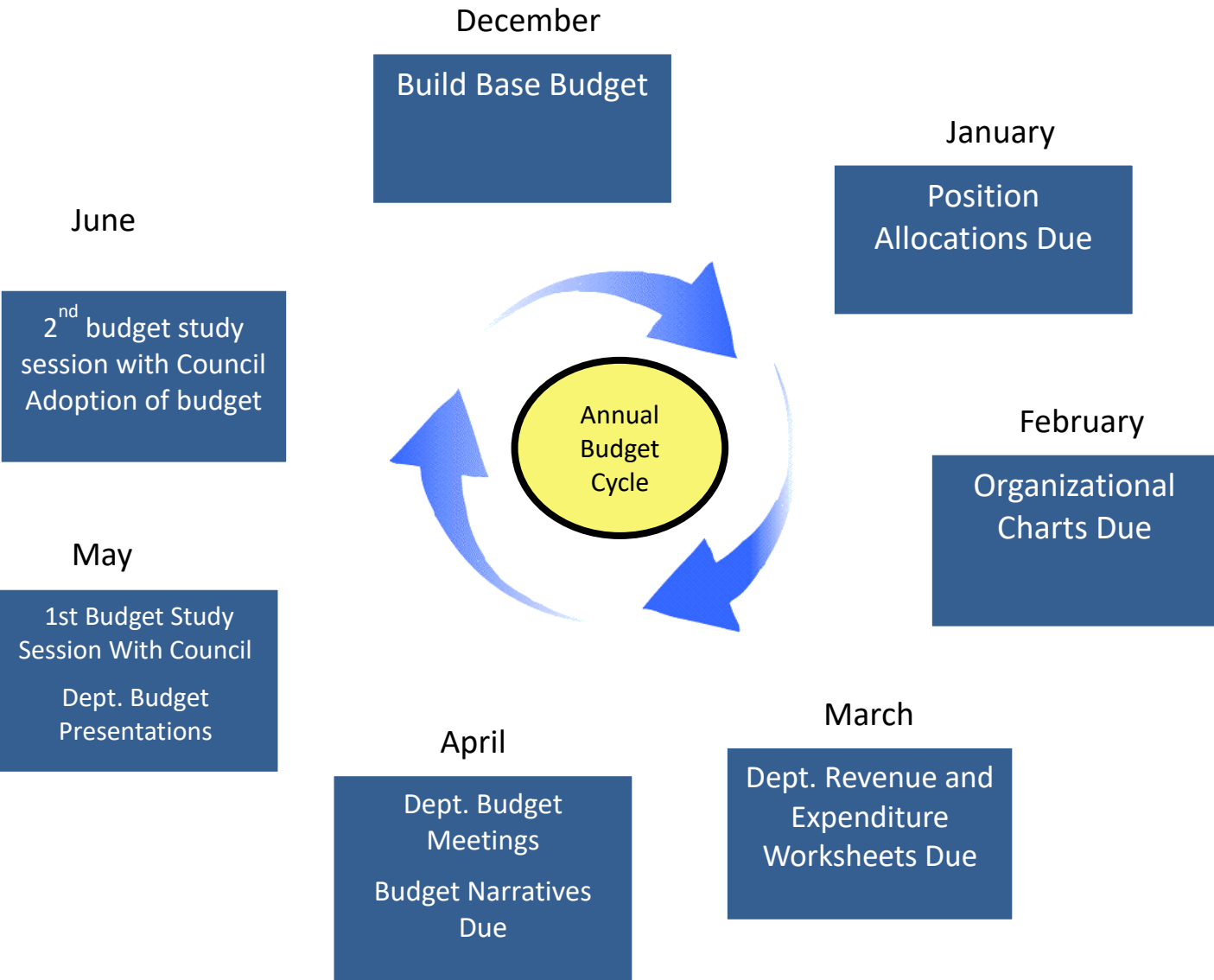
The base budget is then provided to each department. Departments review their base budget and prepare augmentation requests to fund current service levels and proposed goals consistent with the Council's adopted Strategic Plan for the coming year. Departmental budgets are submitted to the City Manager's Office for review.

Once the proposed budget is developed, it is presented to the City Council and copies are made available for public review at multiple locations and via the City's website. Two public budget study sessions are held with the City Council to review the budget and solicit public input. A public hearing is held to adopt the proposed budget.

Budget Control

Since the budget is an estimate, from time to time it is necessary to make adjustments to fine tune the line items that comprise it. Various levels of budgetary control have been established to maintain the budget's integrity. The City Manager has the authority to make transfers between accounts, usually based on recommendations from the various departments. Whether a transfer is within a fund or between funds, that authority must be exercised taking into consideration funding source compatibility. Other levels of authority are spelled out in the City's Purchasing Policies and Procedures. Where an appropriation requires an increase that cannot be supported by a transfer, City Council authorization is required.

Annual City Budget Development



Council & Staff Work

- = Council Responsibility
- = Staff Responsibility

Affirm Vision & Purposes	Support Vision & Purpose
Establish Goals	Align Goals with Resources
Establish & Prioritize Action items	Implement Prioritized Action Items
Review & Adopt Budget / Conduct Meetings	Prepare Plans & Oversee Functions
Authorize Contracts (25K or more)	Plan & Complete Projects
Engage w/ Community & Staff	Carry Out Day-to-Day Responsibilities

Development of the budget is a collaborative effort between Council and staff. The chart illustrates the key responsibilities in developing and implementing the budget.

Starting at the top with setting the City's long-range planning

- Setting the purpose & vision
- Strategic Goals
- Priority Action Items
- Move into Budget approval and implementation
- Planning & Oversight
- Project
- Day-to-day work



Budget Terminology

Some key terms include:

Augmentation: Additional funding for a cost increase in an existing program or service; for the provision of a new or expanded program or service; or for one-time costs, such as equipment.

Appropriation: An authorization made by the City Council which permits the City to incur obligations and to make expenditures.

Budget Adjustment: A revision to a budget appropriation. City staff, under the direction of the City Manager, has the authority to move budget within or between department programs. Increases to the budget must be approved by the City Council.

Capital Improvement Program (CIP): A plan for capital expenditures to provide long-lasting physical improvements to be incurred over a period of one or more years.

Cost Allocation Plan: The purpose of the cost allocation plan is to summarize, in writing, the methods and procedures that the organization will use to allocate costs to various programs, grants, contracts, and agreements.

Cost Distributions: Payments made to the General Fund by other funds for the cost of providing administrative and support services, based on an established cost allocation plan. Cost Distributions are also termed Internal Cost Allocations.

Enterprise Fund: A governmental accounting fund in which services provided are financed and operated similarly to those of a private business. The rate or fee schedules for these services are established to ensure that the revenues are adequate to meet all necessary expenditures and obligations. Examples include the Water, Sewer, Community Development, and Transit Funds.

Encumbrance: The commitment of appropriated funds to purchase goods or services. Fund are typically encumbered through the use of a purchase order.

Expenditure Category: A basis for distinguishing types of expenditures. The major expenditure categories used by the City of Vacaville are salaries and benefits (includes full-time, part-time, overtime, benefits, and contributions toward internal service funds for workers compensation and retiree health care and leave payouts); services and supplies; major one-time expenditures, and indirect costs (overhead costs such as electricity and telephone, central garage charges, and insurances).

Fund: Separate, self-balancing sets of accounts that record all financial transactions for specified activities, revenue sources, or government functions. The commonly used funds in public accounting are: general fund, special revenue funds, enterprise funds, internal service funds, debt service funds, capital project funds, special assessment funds, and trust and agency funds.

Modified Accrual Basis: Revenues are recorded as the amount becomes measurable and available. Expenditures are recorded when the liability is incurred.

Operating budget: The portion of the budget pertaining to the operations that provide government services. It does not include Capital Improvement Program expenditures.

Performance Measurement: The process of regular and continuous data collection on important aspects of City services, in order to evaluate the effectiveness and efficiency of those services over time.

Prior Year Carryover: Departments with General Fund operations are able to request that all or a portion of budget remaining unexpended at year-end be carried over into the next fiscal year. The savings may then be used for one-time expenditures approved by the City Manager. This mechanism promotes prudent use of General fund resources.

Reserve: An account used to indicate a portion of fund balance that is restricted or set-aside for a specific purpose, and is therefore not available for general appropriation.

Source of Funds: The types of revenues used to pay for the expenditures of each department. Some department budgets include revenues from one or more sources which legally may only be used for specified purposes. General Fund revenues are identified in the budget as “functional” (related to or derived from a department program, e.g., charges for services) or “discretionary” (funds from general sources such as property tax or sales tax, available for any purpose authorized by the City Council).

Fund Structure & Accounting Basis

GOVERNMENTAL FUNDS

General Fund

- Police
- Fire
- Parks & Rec
- City Administration

Special Revenue Funds

- Housing Programs
- Community Development
- Landscape and Lighting Districts

Capital Project Funds

- Capital Improvement Program

PROPRIETARY FUNDS

Enterprise Funds

- Sewer
- Water
- Transit

Internal Service Funds

- Liability Programs
- Garage & Fuel Station
- Vehicle Replacement

The General Fund is the primary revenue source and operating fund for most of the services that cities typically provide, such as public safety (police and fire), street and park maintenance, and community services, as well as most administrative functions. The major funding sources for the General Fund are property taxes and sales taxes. The City sets aside a portion of its General Fund as an emergency reserve. Such a reserve is a prudent financial strategy because it provides options for the City to meet unexpected changes in its financial picture while continuing to provide fundamental municipal services. Examples of such changes might include a downturn in the local economy, state-imposed reductions in City revenues, unanticipated cost increases, catastrophic losses or natural disasters. The City Council had established a goal of maintaining an emergency reserve equal to two months (16%) to three months (25%) of General Fund operating expenditures, with the target being 20% of General Fund annual expenditures. The City Council will review the revenues and expenditures on a frequent basis and provide direction to the City Manager.

Special Revenue Funds are established to account for the proceeds of specific revenue sources (other than special assessments, pension trusts, proprietary fund operations and revenues received for major capital projects) that are legally restricted for specific purposes.

The City of Vacaville has the following special revenue funds:

- Building Related Fund (Community Development)
- Development Engineering
- Gas Tax Funds
- Traffic Safety fines, forfeits, and penalties
- Lighting & Landscape Assessments
- Community Facilities Districts
- Community Development Block Grant (CDBG)
- Housing Programs

Enterprise Funds are used to account for business-type activities similar to those found in the private sector. Business-type activities include services primarily funded through user charges. An enterprise fund establishes a separate accounting and financial reporting mechanism rather than commingling them with the revenues and expenditures of all other government activities.

The City of Vacaville has the following Enterprise Funds:

- Sewer Utility
- Water Utility
- Transit

The Successor Agency to the Redevelopment Agency of the City of Vacaville was established as a result of the 2012 dissolution of Redevelopment by the Governor. The Successor Agency is charged with paying the debts of the former Redevelopment Agency, disposing of its property, and winding down its activities. A Vacaville Oversight Board was in place, per law, to view and approve those activities. On July 1, 2018, the Oversight Board function transferred to Solano County.

Internal Service Funds are used for operations serving other funds or departments within a government on a cost-reimbursement basis.

The City of Vacaville has the following Internal Service Funds:

- General Liability and Workers Compensation Self-Insurance Funds
- Retiree Benefits
- Central Garage & Fuel Station
- Vehicle & Equipment Replacement
- Technology Replacement
- Printer/Copier replacement
- Capital Lease Obligations

Capital Project Funds are established to account for financial resources to be utilized for acquisition, construction and improvement of general fixed assets (other than those financed by Proprietary Funds).

The City of Vacaville has the following Capital Project Fund categories:

- Public Buildings and Grounds
- Streets, Bridges and Lighting
- Storm Drain System
- Parks and Recreation
- Sewer Utility System
- Water Utility System

The budget is prepared in accordance with Generally Accepted Accounting Principles. All governmental funds are accounted for on a spending or “current financial resources” measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

There are three main budget categories: operating budgets, capital budgets, and debt service. Each category has its own revenue or funding sources for the services provided. All three budget categories may be found in each of the various fund types previously discussed.



Financial Policies

The purpose of financial and management policies is to provide guidelines and goals that will influence and direct the financial management practices of the City. A financial policy that is adopted, adhered to, and regularly reviewed is recognized as the cornerstone of sound financial management. An effective financial policy:

- Provides principles and guidelines that minimize costs and reduce risk
- Maintains appropriate financial capacity for present and future needs
- Ensures legal compliance and appropriate internal controls.

The City Council has adopted the following financial policies:

General Fund Reserve Policy *adopted 3/22/22*

The General Fund Reserve Policy was established in order to maintain a prudent level of financial resources to protect against reducing service levels or raising taxes and fees due to temporary revenue shortfalls or unpredicted one-time expenditures. It further serves as additional insurance against disasters and emergencies.

The policy establishes the following minimum General Fund reserve targets:

- The City shall strive to maintain a General Fund operating reserve in the range of two months (16%) to three months (25%) of General Fund operating expenditures, with the target being 20% of General Fund expenditures.
- The appropriate level of General Fund reserves shall be reviewed annually as part of the budget adoption process.

The policy further states that at the end of each fiscal year, should audited year-end results show that General Fund revenues exceed expenditures and encumbrances, a year-end operating surplus shall be reported. Any year-end operating surplus which results in the General Fund balance exceeding the level required by the reserve policy shall be deemed available for allocation for the following, subject to Council approval:

- Re-establishing services or service levels, staffing, and/or concessions previously made by employees;
- Transfer to the General Fund CIP Fund for appropriation for general capital needs and/or deferred maintenance projects for which there is no other source of funding.
- Re-appropriation within the subsequent year's operating budget to provide for one-time, non-recurring needs.
- Transfer to the City's Internal Service Funds to build and/or replenish reserves for general liability and workers compensation claims, vehicle, equipment, and technology replacement, and retiree benefit reserves;
- Debt repayment acceleration;
- Additional discretionary payments towards the City's unfunded liabilities and/or contributions towards a pension or other post-employment benefit trust;
- Use of General Fund excess balance shall not be used for new recurring expenses.

Other Post Retirement Benefits Funding Policy (OPEB): *adopted 11/10/15*

The purpose of the policy is to reflect a goal of funding actuarially determined annual required contributions (ARC) to begin moving the CalPERS Employee Retiree Benefit Trust (CERBT) towards being more fully funded which would reduce the City's future liability with respect to the retiree health care benefit.

Under the policy, a goal of funding a specified increasing percentage of the ARC was defined over five years to reach 100% annual funding of the ARC. An exemption is allowed at any time that the General Fund Reserve is projected to reach a level below 10% to allow the City Council to determine an appropriate funding level. When the final year-end figures for the General Fund and budgeted revenues exceed budgeted expenditures, the City Council will direct 25% of the excess towards a one-time payment to the CERBT.

Purchasing Policies and Procedures *adopted 4/25/2000*

This policy defines the responsibilities for purchasing supplies, service and equipment. It sets the levels of purchasing authority and when a purchase must be approved by the City Council.



Salary Listing by Position Title
Effective Date: 07/01/2024
Annual pay rate unless "(PT)" then part-time hourly range

BU Code	Job Class	Position Title	Step 1	Step 2	Step 3	Step 4	Step 5	Hours/Year
3100	1900	ACCOUNTANT I	\$ 72,636.01	\$ -	\$ -	\$ -	\$ 88,290.48	1950
3800	2520	ACCOUNTANT I (PT)	\$ 37.25	\$ -	\$ -	\$ -	\$ 45.28	PT
3100	1905	ACCOUNTANT II	\$ 80,744.35	\$ -	\$ -	\$ -	\$ 98,154.67	1950
3000	1910	ACCOUNTING MANAGER	\$ 128,458.70	\$ -	\$ -	\$ -	\$ 156,142.29	1950
5100	1110	ADMIN TECHNICIAN I	\$ 57,913.47	\$ 60,809.37	\$ 63,849.95	\$ 67,041.97	\$ 70,394.32	1950
5800	1210	ADMIN TECHNICIAN I (PT)	\$ 29.70	\$ 31.18	\$ 32.74	\$ 34.38	\$ 36.10	PT
5100	1115	ADMIN TECHNICIAN II	\$ 63,714.68	\$ 66,900.03	\$ 70,245.79	\$ 73,757.32	\$ 77,445.44	1950
8100	4500	AQUATIC SPECIALIST I (PT)	\$ 17.10	\$ 17.96	\$ -	\$ -	\$ -	PT
8100	4505	AQUATIC SPECIALIST II (PT)	\$ 19.70	\$ 20.70	\$ -	\$ -	\$ -	PT
8100	4510	AQUATIC SPECIALIST III (PT)	\$ 23.83	\$ 25.02	\$ -	\$ -	\$ -	PT
3100	6000	ASSIST UTIL SCADA/SYSTEMS ENG	\$ 106,740.72	\$ -	\$ -	\$ -	\$ 129,721.05	1950
2000	1600	ASSISTANT CITY ATTORNEY	\$ 173,773.01	\$ -	\$ -	\$ -	\$ 211,206.71	1950
1000	1400	ASSISTANT CITY MANAGER	\$ 212,826.26	\$ -	\$ -	\$ -	\$ 258,672.84	1950
3000	3000	ASSISTANT DIR OF COMMUNITY DEV	\$ 150,899.13	\$ -	\$ -	\$ -	\$ 183,424.28	1950
2000	1985	ASSISTANT DIR OF FINANCE	\$ 143,301.84	\$ -	\$ -	\$ -	\$ 174,111.74	1950
3000	3545	ASSISTANT DIR OF HOUS & COM SE	\$ 143,301.84	\$ -	\$ -	\$ -	\$ 174,111.74	1950
3000	5280	ASSISTANT DIR OF PW MAINT DIV	\$ 170,732.89	\$ -	\$ -	\$ -	\$ 207,505.67	1950
3000	5000	ASSISTANT DIR OF PW/CITY ENG	\$ 170,732.89	\$ -	\$ -	\$ -	\$ 207,505.67	1950
3000	6005	ASSISTANT DIR OF UTILITIES	\$ 170,732.89	\$ -	\$ -	\$ -	\$ 207,505.67	1950
3100	5005	ASSISTANT ENGINEER	\$ 106,740.72	\$ -	\$ -	\$ -	\$ 129,721.05	1950
6100	7000	ASSISTANT FIRE MARSHAL	\$ 128,502.75	\$ -	\$ -	\$ -	\$ 156,206.89	2920
5100	3005	ASSISTANT PLANNER	\$ 74,929.27	\$ 78,676.02	\$ 82,610.43	\$ 86,739.83	\$ 91,077.60	1950
3100	6010	ASSISTANT UTILITIES ENGINEER	\$ 106,740.72	\$ -	\$ -	\$ -	\$ 129,721.05	1950
3100	6015	ASSOC UTIL SCADA/SYSTEMS ENG	\$ 117,415.63	\$ -	\$ -	\$ -	\$ 142,695.69	1950
3100	5010	ASSOCIATE CIVIL/TRAFF ENGINEER	\$ 117,415.63	\$ -	\$ -	\$ -	\$ 142,695.69	1950
5100	3085	ASSOCIATE PARK PLANNER	\$ 82,431.13	\$ 86,552.53	\$ 90,879.92	\$ 95,423.10	\$ 100,194.31	1950
5100	3010	ASSOCIATE PLANNER	\$ 82,431.13	\$ 86,552.53	\$ 90,879.92	\$ 95,423.10	\$ 100,194.31	1950
3100	6020	ASSOCIATE UTILITIES CIVIL ENG	\$ 117,415.63	\$ -	\$ -	\$ -	\$ 142,695.69	1950
8100	4515	BOXING INSTRUCTOR (PT)	\$ 22.08	\$ 23.18	\$ 24.34	\$ 25.56	\$ 26.84	PT
2000	1410	BUDGET ANALYST	\$ 95,145.05	\$ -	\$ -	\$ -	\$ 115,649.49	1950
2000	1415	BUDGET MANAGER	\$ 128,458.70	\$ -	\$ -	\$ -	\$ 156,142.29	1950
5100	3015	BUILDING INSP/PLANS EXAMINER	\$ 86,647.64	\$ 90,980.46	\$ 95,528.88	\$ 100,305.57	\$ 105,321.51	1950
5100	3020	BUILDING INSPECTOR	\$ 81,607.98	\$ 85,688.52	\$ 89,972.74	\$ 94,470.89	\$ 99,194.28	1950
5800	3300	BUILDING INSPECTOR (PT)	\$ 41.85	\$ 43.94	\$ 46.14	\$ 48.45	\$ 50.87	PT
3100	3025	BUILDING SERVICES COORDINATOR	\$ 95,145.05	\$ -	\$ -	\$ -	\$ 115,649.49	1950
5100	1920	BUYER I	\$ 59,764.59	\$ 62,754.15	\$ 65,891.11	\$ 69,185.46	\$ 72,645.37	1950
5100	1925	BUYER II	\$ 66,019.23	\$ 69,320.12	\$ 72,786.05	\$ 76,425.85	\$ 80,246.72	1950
3000	3030	CHIEF BUILDING OFFICIAL	\$ 130,055.26	\$ -	\$ -	\$ -	\$ 158,099.54	1950
1000	8000	CHIEF OF POLICE	\$ 219,982.81	\$ -	\$ -	\$ -	\$ 267,389.03	2080
3100	6025	CHIEF PLANT OPERATOR - WATER	\$ 117,501.76	\$ -	\$ -	\$ -	\$ 142,820.74	2080
3100	6030	CHIEF PLANT OPERATOR - WASTEWATER	\$ 128,766.75	\$ -	\$ -	\$ -	\$ 156,513.11	2080
3100	5015	CHIEF OPERATOR - WATER DISTRIBUTION	\$ 112,256.64	\$ -	\$ -	\$ -	\$ 136,445.51	2080
1000	1605	CITY ATTORNEY	\$ 245,733.78	\$ -	\$ -	\$ -	\$ 298,673.64	1950
1000	1420	CITY MANAGER	\$ 251,151.87	\$ -	\$ -	\$ -	\$ 305,258.72	1950
8000	1030	CITY TREASURER	\$ 840.00	\$ -	\$ -	\$ -	\$ -	1950
3000	8005	CLINICAL SERVICES ADMIN	\$ 129,211.24	\$ -	\$ -	\$ -	\$ 157,057.06	1950
5100	7005	CODE COMPLIANCE TECH I	\$ 60,758.10	\$ 63,796.10	\$ 66,985.36	\$ 70,334.85	\$ 73,852.21	1950
5800	7500	CODE COMPLIANCE TECH I (PT)	\$ 31.16	\$ 32.72	\$ 34.35	\$ 36.07	\$ 37.87	PT
5100	7010	CODE COMPLIANCE TECH II	\$ 66,834.06	\$ 70,175.72	\$ 73,685.04	\$ 77,369.62	\$ 81,237.60	1950
3000	8010	COMMUNICATIONS MANAGER	\$ 122,750.67	\$ -	\$ -	\$ -	\$ 149,204.29	2080
3100	8015	COMMUNICATIONS SUPV	\$ 107,403.26	\$ -	\$ -	\$ -	\$ 130,549.41	2080
5100	8020	COMMUNITY POLICING OUTRCH SPEC	\$ 73,436.83	\$ 77,108.57	\$ 80,964.08	\$ 85,012.32	\$ 89,262.88	2080
5100	8025	COMMUNITY SERVICE OFFICER I	\$ 57,939.76	\$ 60,836.78	\$ 63,878.62	\$ 67,072.54	\$ 70,426.40	2080
5100	8030	COMMUNITY SERVICE OFFICER II	\$ 63,858.17	\$ 67,051.01	\$ 70,403.53	\$ 73,923.76	\$ 77,619.58	2080
5100	3040	COMPLIANCE SPECIALIST/INSPECTR	\$ 82,484.01	\$ 86,608.72	\$ 90,939.01	\$ 95,485.94	\$ 100,260.76	1950
5100	5315	CONSTRUCTION COORDINATOR	\$ 106,740.72	\$ 112,077.76	\$ 117,681.64	\$ 123,565.73	\$ 129,721.05	1950
5100	5025	CONTRACT COMPL SPECIALIST I	\$ 64,772.48	\$ 68,011.10	\$ 71,411.84	\$ 74,981.54	\$ 78,731.01	1950
5100	5030	CONTRACT COMPL SPECIALIST II	\$ 71,249.58	\$ 74,812.46	\$ 78,552.48	\$ 82,480.19	\$ 86,604.08	1950
8000	1020	COUNCIL MEMBER	\$ 9,948.00	\$ -	\$ -	\$ -	\$ -	1950



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BU Code	Job Class	Position Title	Step 1	Step 2	Step 3	Step 4	Step 5	Hours/Year
3000	8045	CRIME ANALYST	\$ 95,145.05	\$ -	\$ -	\$ -	\$ 115,649.49	1950
5100	8035	CRIME ANALYST ASSISTANT	\$ 51,223.48	\$ 53,784.42	\$ 56,473.20	\$ 59,296.92	\$ 62,262.01	1950
5800	8500	CRIME ANALYST ASSISTANT (PT)	\$ 26.27	\$ 27.58	\$ 28.96	\$ 30.41	\$ 31.93	PT
5100	8040	CRIME ANALYST TECHNICIAN	\$ 63,318.94	\$ 66,484.50	\$ 69,809.47	\$ 73,299.21	\$ 76,964.42	1950
4100	6035	CROSS CONNECTION INSPECTOR	\$ 68,813.11	\$ 72,253.13	\$ 75,866.80	\$ 79,658.92	\$ 83,642.58	2080
4100	6040	CROSS CONNECTION SPECIALIST	\$ 75,778.11	\$ 79,566.72	\$ 83,545.13	\$ 87,722.30	\$ 92,109.05	2080
8100	1280	CUSTOMER SERVICE REP I (PT)	\$ 17.00	\$ 17.85	\$ 18.74	\$ 19.68	\$ -	PT
8100	1285	CUSTOMER SERVICE REP II (PT)	\$ 20.66	\$ 21.69	\$ 22.78	\$ 23.92	\$ -	PT
2000	1610	DEPUTY CITY ATTORNEY I	\$ 101,303.24	\$ -	\$ -	\$ -	\$ 123,134.62	1950
2000	1615	DEPUTY CITY ATTORNEY II	\$ 133,631.26	\$ -	\$ -	\$ -	\$ 162,429.96	1950
2100	1430	DEPUTY CITY CLERK (C)	\$ 75,389.52	\$ -	\$ -	\$ -	\$ 91,636.58	1950
1000	1421	DEPUTY CITY MANAGER	\$ 172,033.75	\$ -	\$ -	\$ -	\$ 209,086.84	1950
3000	5295	DEPUTY DIR OF PW/TRAFF ENG	\$ 158,443.91	\$ -	\$ -	\$ -	\$ 192,594.91	1950
3000	5195	DEPUTY DIRECTOR OF PW	\$ 158,443.91	\$ -	\$ -	\$ -	\$ 192,594.91	1950
1000	3045	DIRECTOR OF COMMUNITY DEV	\$ 183,851.18	\$ -	\$ -	\$ -	\$ 223,456.25	1950
1000	1435	DIRECTOR OF ECON DEV SERVICES	\$ 160,498.92	\$ -	\$ -	\$ -	\$ 195,130.16	1950
1000	1940	DIRECTOR OF FINANCE	\$ 172,033.75	\$ -	\$ -	\$ -	\$ 209,086.84	1950
1000	3500	DIRECTOR OF HOUSING & COMMUNITY SERV	\$ 172,033.75	\$ -	\$ -	\$ -	\$ 209,086.84	1950
1000	1725	DIRECTOR OF HUMAN RESOURCES	\$ 172,033.75	\$ -	\$ -	\$ -	\$ 209,086.84	1950
1000	4000	DIRECTOR OF PARKS & RECREATION	\$ 172,033.75	\$ -	\$ -	\$ -	\$ 209,086.84	1950
1000	5040	DIRECTOR OF PUBLIC WORKS	\$ 195,830.81	\$ -	\$ -	\$ -	\$ 238,004.58	1950
1000	6045	DIRECTOR OF UTILITIES	\$ 195,830.81	\$ -	\$ -	\$ -	\$ 238,004.58	1950
3000	1440	ECONOMIC DEVELOPMENT MANAGER	\$ 130,059.01	\$ -	\$ -	\$ -	\$ 158,095.39	1950
2000	1710	EMPLOYEE RELATIONS MANAGER	\$ 131,316.94	\$ -	\$ -	\$ -	\$ 159,611.17	1950
2000	1750	EMPLOYEE SERVICES MANAGER	\$ 119,578.83	\$ -	\$ -	\$ -	\$ 145,348.91	1950
5100	5045	ENGINEERING AIDE	\$ 54,627.29	\$ 57,358.89	\$ 60,226.65	\$ 63,237.95	\$ 66,400.33	1950
5100	5050	ENGINEERING DESIGNER	\$ 85,167.10	\$ 89,425.60	\$ 93,896.67	\$ 98,590.99	\$ 103,520.37	1950
3000	5225	ENGINEERING MANAGER	\$ 140,956.44	\$ -	\$ -	\$ -	\$ 171,341.26	1950
5100	6235	ENGINEERING PROJECT COORDINATOR	\$ 106,740.72	\$ -	\$ -	\$ -	\$ 129,721.05	1950
5100	5055	ENGINEERING SPECIALIST I	\$ 89,424.31	\$ 93,896.06	\$ 98,590.70	\$ 103,520.23	\$ 108,696.79	1950
5100	5060	ENGINEERING SPECIALIST II	\$ 98,366.85	\$ 103,286.06	\$ 108,449.72	\$ 113,872.35	\$ 119,566.56	1950
5100	5065	ENGINEERING TECHNICIAN I	\$ 60,051.75	\$ 63,054.21	\$ 66,207.03	\$ 69,517.79	\$ 72,993.73	1950
5800	5500	ENGINEERING TECHNICIAN I (PT)	\$ 30.80	\$ 32.34	\$ 33.95	\$ 35.65	\$ 37.43	PT
5100	5070	ENGINEERING TECHNICIAN II	\$ 66,043.99	\$ 69,346.19	\$ 72,813.69	\$ 76,453.46	\$ 80,276.53	1950
5800	5505	ENGINEERING TECHNICIAN II (PT)	\$ 33.87	\$ 35.56	\$ 37.34	\$ 39.21	\$ 41.17	PT
5100	5075	ENGINEERING TECHNICIAN III	\$ 72,647.29	\$ 76,279.82	\$ 80,093.92	\$ 84,098.29	\$ 88,303.47	1950
5800	5510	ENGINEERING TECHNICIAN III(PT)	\$ 37.26	\$ 39.12	\$ 41.07	\$ 43.13	\$ 45.28	PT
4100	6050	ENVIRO COMPLIANCE INSP I	\$ 76,510.53	\$ 80,336.36	\$ 84,353.32	\$ 88,570.32	\$ 92,999.62	2080
4100	6055	ENVIRO COMPLIANCE INSP II	\$ 84,266.00	\$ 88,479.64	\$ 92,903.03	\$ 97,547.96	\$ 102,426.08	2080
3000	1445	ENVIRONMENT PROJECT MANAGER	\$ 110,081.22	\$ -	\$ -	\$ -	\$ 133,800.97	1950
4100	5080	EQUIPMENT MECHANIC I	\$ 61,184.22	\$ 64,242.66	\$ 67,455.50	\$ 70,827.48	\$ 74,368.72	2080
4800	5515	EQUIPMENT MECHANIC I (PT)	\$ 29.42	\$ 30.89	\$ 32.43	\$ 34.05	\$ 35.75	PT
4100	5085	EQUIPMENT MECHANIC II	\$ 76,469.24	\$ 80,292.59	\$ 84,306.71	\$ 88,522.89	\$ 92,948.55	2080
5100	8050	EVIDENCE TECHNICIAN I	\$ 63,858.17	\$ 67,051.14	\$ 70,403.66	\$ 73,923.90	\$ 77,619.58	1950
5100	8055	EVIDENCE TECHNICIAN II	\$ 70,243.85	\$ 73,756.19	\$ 77,443.99	\$ 81,316.08	\$ 85,382.10	1950
5800	8505	EVIDENCE TECHNICIAN II (PT)	\$ 36.02	\$ 37.82	\$ 39.71	\$ 41.70	\$ 43.79	PT
3100	1100	EXECUTIVE ASSISTANT	\$ 68,528.26	\$ -	\$ -	\$ -	\$ 83,329.89	1950
2000	1700	EXECUTIVE ASSISTANT (C)	\$ 68,528.26	\$ -	\$ -	\$ -	\$ 83,329.89	1950
3800	1200	EXECUTIVE ASSISTANT (PT)	\$ 35.14	\$ -	\$ -	\$ -	\$ 42.73	PT
5100	4005	FACILITIES MAINT COORD	\$ 58,840.22	\$ 61,781.90	\$ 64,871.77	\$ 68,115.81	\$ 71,521.44	1950
5800	4520	FACILITIES MAINT COORD (PT)	\$ 30.17	\$ 31.68	\$ 33.27	\$ 34.93	\$ 36.68	PT
5100	8060	FAMILY SUPPORT WORKER I	\$ 63,858.17	\$ 67,051.08	\$ 70,403.62	\$ 73,923.81	\$ 77,619.58	1950
5800	8510	FAMILY SUPPORT WORKER I (PT)	\$ 32.75	\$ 34.39	\$ 36.10	\$ 37.91	\$ 39.80	PT
5100	8061	FAMILY SUPPORT WORKER II	\$ 70,243.85	\$ 73,756.05	\$ 77,443.86	\$ 81,316.05	\$ 85,382.10	1950
5800	8511	FAMILY SUPPORT WORKER II (PT)	\$ 36.02	\$ 37.82	\$ 39.71	\$ 41.70	\$ 43.79	PT
5100	1930	FINANCE ASSISTANT I	\$ 51,223.48	\$ 53,784.42	\$ 56,472.66	\$ 59,296.39	\$ 62,261.22	1950
5800	2500	FINANCE ASSISTANT I (PT)	\$ 26.27	\$ 27.58	\$ 28.96	\$ 30.41	\$ 31.93	PT
5100	1935	FINANCE ASSISTANT II	\$ 57,285.52	\$ 60,150.03	\$ 63,157.65	\$ 66,315.06	\$ 69,631.05	1950
5800	2505	FINANCE ASSISTANT II (PT)	\$ 29.38	\$ 30.85	\$ 32.39	\$ 34.01	\$ 35.71	PT



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3100	1945	FINANCE SUPERVISOR	\$ 85,140.44	\$ -	\$ -	\$ -	\$ 103,487.90	1950
5100	1950	FINANCE TECHNICIAN	\$ 66,543.48	\$ 69,870.73	\$ 73,364.20	\$ 77,032.36	\$ 80,900.30	1950
3000	1955	FINANCIAL ANALYST	\$ 95,145.05	\$ -	\$ -	\$ -	\$ 115,649.49	1950
6000	7015	FIRE BATTALION CHIEF	\$ 156,549.17	\$ -	\$ -	\$ -	\$ 190,286.51	2920
6100	7020	FIRE CAPTAIN	\$ 156,206.89	\$ -	\$ -	\$ -	\$ -	2920
1000	7025	FIRE CHIEF	\$ 215,023.97	\$ -	\$ -	\$ -	\$ 261,363.64	2080
6000	7030	FIRE DEPUTY CHIEF	\$ 180,644.84	\$ -	\$ -	\$ -	\$ 219,590.72	2080
6100	7035	FIRE ENGINEER	\$ 107,245.71	\$ 112,608.39	\$ 118,237.58	\$ 124,151.54	\$ 130,358.94	2920
6100	7040	FIRE ENGINEER/PARAMEDIC	\$ 120,651.64	\$ 126,684.74	\$ 133,017.90	\$ 139,670.33	\$ 146,653.56	2920
3000	7095	FIRE MARSHAL	\$ 129,211.24	\$ -	\$ -	\$ -	\$ 157,057.06	1950
5800	7505	FIRE PLANS EXAMINER/INSP (PT)	\$ 43.60	\$ 45.78	\$ 48.07	\$ 50.48	\$ 53.00	PT
5100	7045	FIRE PLANS EXAMINER/INSPECTOR	\$ 85,025.28	\$ 89,276.65	\$ 93,740.40	\$ 98,427.76	\$ 103,348.49	1950
5100	7055	FIRE PREVENTION SPECIALIST	\$ 79,209.20	\$ 83,169.58	\$ 87,328.19	\$ 91,694.08	\$ 96,279.22	1950
5800	7510	FIRE PREVENTION SPECIALIST(PT)	\$ 40.62	\$ 42.65	\$ 44.78	\$ 47.02	\$ 49.37	PT
5100	7060	FIRE SAFETY COORDINATOR I	\$ 55,426.84	\$ 58,199.74	\$ 61,108.39	\$ 64,164.02	\$ 67,371.44	1950
5800	7515	FIRE SAFETY COORDINATOR I (PT)	\$ 28.42	\$ 29.85	\$ 31.34	\$ 32.90	\$ 34.55	PT
5100	7065	FIRE SAFETY COORDINATOR II	\$ 59,791.48	\$ 62,780.91	\$ 65,920.53	\$ 69,216.88	\$ 72,677.33	1950
8100	7520	FIREFIGHTER APPRENTICE (PT)	\$ 20.57	\$ 21.60	\$ 22.68	\$ 23.81	\$ 25.00	PT
6100	7070	FIREFIGHTER I	\$ 90,791.24	\$ -	\$ -	\$ -	\$ -	2920
6100	7075	FIREFIGHTER II	\$ 102,138.60	\$ 107,245.71	\$ 112,607.55	\$ 118,238.99	\$ 124,150.97	2920
6100	7080	FIREFIGHTER/PARAMEDIC I	\$ 102,138.60	\$ -	\$ -	\$ -	\$ -	2920
6100	7085	FIREFIGHTER/PARAMEDIC II	\$ 114,906.52	\$ 120,651.64	\$ 126,683.48	\$ 133,019.15	\$ 139,670.04	2920
3000	5090	FLEET AND FACILITIES MANAGER	\$ 111,240.71	\$ -	\$ -	\$ -	\$ 135,204.94	2080
5100	5285	FLEET OPERATIONS SPECIALIST	\$ 70,564.49	\$ 74,093.12	\$ 77,797.17	\$ 81,687.11	\$ 85,771.35	1950
3000	1460	GIS MANAGER	\$ 107,403.26	\$ -	\$ -	\$ -	\$ 130,549.41	1950
5100	3530	HOUSING & COMMUNITY SERVICES SPEC I	\$ 68,940.04	\$ 72,387.51	\$ 76,006.44	\$ 79,806.86	\$ 83,797.31	1950
5800	3710	HOUSING & COMMUNITY SERVICES SPEC I (PT)	\$ 35.35	\$ 37.12	\$ 38.98	\$ 40.93	\$ 42.97	PT
5100	3535	HOUSING & COMMUNITY SERVICES SPEC II	\$ 73,249.32	\$ 76,911.05	\$ 80,756.93	\$ 84,794.19	\$ 89,034.06	1950
5100	3505	HOUSING & COMMUNITY SERVICES TECH I	\$ 55,080.06	\$ 57,834.11	\$ 60,725.24	\$ 63,761.61	\$ 66,950.44	1950
5800	3705	HOUSING & COMMUNITY SERVICES TECH I (PT)	\$ 28.25	\$ 29.66	\$ 31.14	\$ 32.70	\$ 34.33	PT
5100	3510	HOUSING & COMMUNITY SERVICES TECH II	\$ 60,605.40	\$ 63,635.49	\$ 66,817.89	\$ 70,158.39	\$ 73,666.58	1950
3000	3525	HOUSING SERVICES ADMINISTRATOR	\$ 110,081.22	\$ -	\$ -	\$ -	\$ 133,800.97	1950
2000	1715	HR ANALYST I	\$ 80,744.49	\$ -	\$ -	\$ -	\$ 98,154.94	1950
2800	1800	HR ANALYST I (PT)	\$ 41.41	\$ -	\$ -	\$ -	\$ 50.34	PT
2000	1720	HR ANALYST II	\$ 95,145.17	\$ -	\$ -	\$ -	\$ 115,649.76	1950
2800	1805	HR ANALYST II (PT)	\$ 48.79	\$ -	\$ -	\$ -	\$ 59.31	PT
2100	1735	HR TECHNICIAN I	\$ 59,889.24	\$ -	\$ -	\$ -	\$ 72,795.70	1950
2800	1810	HR TECHNICIAN I (PT)	\$ 30.71	\$ -	\$ -	\$ -	\$ 37.33	PT
2100	1740	HR TECHNICIAN II	\$ 66,543.48	\$ -	\$ -	\$ -	\$ 80,900.30	1950
3000	1515	INFORMATION SECURITY MANAGER	\$ 107,403.26	\$ -	\$ -	\$ -	\$ 130,549.41	1950
3000	1480	IT DIVISION MANAGER	\$ 150,899.13	\$ -	\$ -	\$ -	\$ 183,424.28	1950
3000	1530	IT OPERATIONS MANAGER	\$ 122,750.67	\$ -	\$ -	\$ -	\$ 149,204.29	1950
5100	1520	IT SPECIALIST I	\$ 67,790.66	\$ 71,180.54	\$ 74,739.38	\$ 78,476.54	\$ 82,400.21	1950
5800	1565	IT SPECIALIST I (PT)	\$ 34.76	\$ 36.50	\$ 38.33	\$ 40.24	\$ 42.26	PT
5100	1525	IT SPECIALIST II	\$ 74,569.73	\$ 78,298.60	\$ 82,213.32	\$ 86,324.20	\$ 90,640.23	1950
5800	1570	IT SPECIALIST II (PT)	\$ 38.24	\$ 40.15	\$ 42.16	\$ 44.27	\$ 46.48	PT
3100	5095	JR ENGINEER	\$ 98,515.05	\$ -	\$ -	\$ -	\$ 119,747.58	1950
3100	6060	JR UTILITIES ENGINEER	\$ 98,515.05	\$ -	\$ -	\$ -	\$ 119,747.58	1950
4100	6065	LABORATORY AIDE	\$ 48,123.27	\$ 50,530.30	\$ 53,056.43	\$ 55,709.46	\$ 58,494.65	2080
4100	6070	LABORATORY ANALYST I	\$ 78,549.93	\$ 82,477.20	\$ 86,599.84	\$ 90,930.42	\$ 95,477.17	2080
4100	6075	LABORATORY ANALYST II	\$ 86,439.58	\$ 90,761.83	\$ 95,299.76	\$ 100,064.65	\$ 105,068.40	2080
3100	6080	LABORATORY SUPV	\$ 104,372.01	\$ -	\$ -	\$ -	\$ 126,862.85	2080
8100	5520	LABORER (PT)	\$ 20.57	\$ 21.60	\$ 22.68	\$ 23.81	\$ 25.00	PT
5100	3050	LEAD BUILDING INSPECTOR	\$ 86,647.64	\$ 90,980.46	\$ 95,528.88	\$ 100,305.57	\$ 105,321.51	1950
7500	8065	LEAD DETECTIVE (DIU)	\$ 119,518.25	\$ 125,494.11	\$ 131,768.86	\$ 138,357.33	\$ 145,275.20	2080
4100	5235	LEAD EQUIPMENT MECHANIC	\$ 84,120.06	\$ 88,326.04	\$ 92,742.34	\$ 97,379.43	\$ 102,248.40	2080
5100	8070	LEAD POLICE RECORDS SPECIALIST	\$ 57,968.79	\$ 60,867.27	\$ 63,910.46	\$ 67,106.24	\$ 70,461.84	1950
2000	1630	LEGAL SERVICES ADMINISTRATOR	\$ 90,976.45	\$ -	\$ -	\$ -	\$ 110,571.49	1950
2000	1635	LEGAL SERVICES MANAGER	\$ 107,403.32	\$ -	\$ -	\$ -	\$ 130,549.41	1950



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8100	4525	LIFEGUARD I - SEASONAL (PT)	\$ 17.10	\$ 17.96	\$ -	\$ -	\$ -	PT
8100	4530	LIFEGUARD II - SEASONAL (PT)	\$ 19.70	\$ 20.70	\$ -	\$ -	\$ -	PT
8100	4535	LIFEGUARD III - SEASONAL (PT)	\$ 23.83	\$ 25.02	\$ -	\$ -	\$ -	PT
4100	5100	MAINTENANCE WKR I - FACILITIES	\$ 61,759.33	\$ 64,847.09	\$ -	\$ -	\$ -	2080
4100	5105	MAINTENANCE WKR I - PRKS	\$ 59,690.18	\$ 62,674.39	\$ -	\$ -	\$ -	2080
4800	5525	MAINTENANCE WKR I - PRKS (PT)	\$ 28.70	\$ 30.13	\$ -	\$ -	\$ -	PT
4100	5110	MAINTENANCE WKR I - STRS	\$ 61,759.33	\$ 64,847.09	\$ -	\$ -	\$ -	2080
4100	5115	MAINTENANCE WKR I- FLD UTIL	\$ 61,759.33	\$ 64,847.09	\$ 68,089.40	\$ 71,493.89	\$ 75,068.65	2080
4100	5120	MAINTENANCE WKR II - PRKS	\$ 64,217.36	\$ 67,427.84	\$ 70,800.66	\$ 74,340.11	\$ 78,057.18	2080
4800	5530	MAINTENANCE WKR II - PRKS(PT)	\$ 30.87	\$ 32.42	\$ 34.04	\$ 35.74	\$ 37.53	PT
4100	5125	MAINTENANCE WKR II-FACILITIES	\$ 69,768.15	\$ 73,256.32	\$ 76,919.33	\$ 80,765.51	\$ 84,803.47	2080
4100	5130	MAINTENANCE WKR II-FLD UTIL	\$ 69,768.15	\$ 73,256.32	\$ 76,919.33	\$ 80,765.51	\$ 84,803.47	2080
4100	5135	MAINTENANCE WKR II-STRS	\$ 69,768.15	\$ 73,256.32	\$ 76,919.33	\$ 80,765.51	\$ 84,803.47	2080
4100	5140	MAINTENANCE WKR LD-FACILITIE	\$ 76,745.04	\$ 80,582.33	\$ 84,610.99	\$ 88,842.01	\$ 93,283.59	2080
4100	5145	MAINTENANCE WKR LD-FLD UTI	\$ 76,745.04	\$ 80,582.33	\$ 84,610.99	\$ 88,842.01	\$ 93,283.59	2080
4100	5150	MAINTENANCE WKR LD-PRKS	\$ 70,642.34	\$ 74,173.88	\$ 77,883.57	\$ 81,776.46	\$ 85,865.99	2080
4100	5155	MAINTENANCE WKR LD-STRS	\$ 76,745.04	\$ 80,582.33	\$ 84,610.99	\$ 88,842.01	\$ 93,283.59	2080
4100	5160	MAINTENANCE WKR TRAIN-FACILI	\$ 53,961.76	\$ 56,659.82	\$ -	\$ -	\$ -	2080
4100	5161	MAINTENANCE WKR TRAIN-STREETS	\$ 53,961.76	\$ 56,659.82	\$ -	\$ -	\$ -	2080
3000	1125	MANAGEMENT ANALYST I	\$ 80,744.35	\$ -	\$ -	\$ -	\$ 98,154.67	1950
2000	1126	MANAGEMENT ANALYST I (C)	\$ 80,744.35	\$ -	\$ -	\$ -	\$ 98,154.67	1950
3800	1220	MANAGEMENT ANALYST I (PT)	\$ 41.41	\$ -	\$ -	\$ -	\$ 50.34	PT
3000	1130	MANAGEMENT ANALYST II	\$ 95,145.05	\$ -	\$ -	\$ -	\$ 115,649.49	1950
2000	1131	MANAGEMENT ANALYST II (C)	\$ 95,145.05	\$ -	\$ -	\$ -	\$ 115,649.49	1950
3800	1225	MANAGEMENT ANALYST II (PT)	\$ 48.79	\$ -	\$ -	\$ -	\$ 59.31	PT
8000	1000	MAYOR	\$ 9,948.00	\$ -	\$ -	\$ -	\$ -	1950
8100	1555	MEDIA PRODUCTION ASSISTANT(PT)	\$ 20.57	\$ 21.60	\$ 22.68	\$ 23.81	\$ 25.00	PT
5800	1560	MEDIA PRODUCTION COORDINATOR I (PT)	\$ 30.66	\$ 32.20	\$ 33.81	\$ 35.50	\$ 37.27	PT
5100	1450	MEDIA PRODUCTION COORDINATOR I	\$ 59,791.48	\$ 62,780.91	\$ 65,920.53	\$ 69,216.88	\$ 72,677.33	1950
5100	1451	MEDIA PRODUCTION COORINDATOR II	\$ 65,770.99	\$ 69,059.54	\$ 72,512.52	\$ 76,138.15	\$ 79,945.06	1950
3100	8075	MENTAL HEALTH CLINICIAN	\$ 97,261.30	\$ -	\$ -	\$ -	\$ 118,221.65	1950
3800	8535	MENTAL HEALTH CLINICIAN (PT)	\$ 49.88	\$ -	\$ -	\$ -	\$ 60.63	PT
3000	8080	MENTAL HEALTH COORDINATOR	\$ 107,160.39	\$ -	\$ -	\$ -	\$ 130,256.13	1950
2000	1431	MUNICIPAL CLERK SERVICES MGR	\$ 111,240.71	\$ -	\$ -	\$ -	\$ 135,204.94	1950
3000	1495	NETWORK SERVICES ADMINISTRATOR	\$ 96,697.33	\$ -	\$ -	\$ -	\$ 117,533.45	1950
5100	1170	OFFICE ASSISTANT I	\$ 46,455.21	\$ 48,777.83	\$ 51,217.33	\$ 53,777.59	\$ 56,466.37	1950
5800	1270	OFFICE ASSISTANT I (PT)	\$ 23.82	\$ 25.01	\$ 26.27	\$ 27.58	\$ 28.96	PT
5100	1175	OFFICE ASSISTANT II	\$ 52,077.79	\$ 54,681.25	\$ 57,415.51	\$ 60,286.31	\$ 63,300.62	1950
5800	1275	OFFICE ASSISTANT II (PT)	\$ 26.71	\$ 28.04	\$ 29.44	\$ 30.92	\$ 32.46	PT
2100	1625	PARALEGAL	\$ 80,744.35	\$ -	\$ -	\$ -	\$ 98,154.67	1950
3000	5165	PARK MANAGER	\$ 111,240.71	\$ -	\$ -	\$ -	\$ 135,204.94	2080
8100	4540	PARK RANGER (PT)	\$ 24.50	\$ -	\$ -	\$ -	\$ 29.78	PT
8100	4580	PARKS & REC FIELD PREP (PT)	\$ 20.57	\$ 21.60	\$ -	\$ -	\$ -	PT
5100	3055	PERMIT TECHNICIAN	\$ 60,605.40	\$ 63,635.49	\$ 66,817.89	\$ 70,158.39	\$ 73,666.58	1950
3100	3090	PLAN CHECK ENGINEER	\$ 117,415.63	\$ -	\$ -	\$ -	\$ 142,695.69	1950
3000	3080	PLANNING MANAGER	\$ 136,558.03	\$ -	\$ -	\$ -	\$ 166,004.52	1950
5100	3060	PLANNING TECHNICIAN	\$ 66,665.84	\$ 69,999.24	\$ 73,499.40	\$ 77,174.24	\$ 81,033.22	1950
8100	8540	POLICE APPRENTICE (PT)	\$ 20.57	\$ 21.60	\$ 22.68	\$ 23.81	\$ 25.00	PT
7000	8085	POLICE CAPTAIN	\$ 195,790.56	\$ -	\$ -	\$ -	\$ 215,859.03	2080
7000	8090	POLICE LIEUTENANT	\$ 177,555.62	\$ -	\$ -	\$ -	\$ 186,463.72	2080
7500	8095	POLICE OFFICER	\$ 107,737.55	\$ 113,108.38	\$ 118,744.82	\$ 124,663.34	\$ 130,878.54	2080
7500	8100	POLICE OFFICER ACAD GRAD	\$ 94,177.79	\$ -	\$ -	\$ -	\$ -	2080
7600	8105	POLICE OFFICER TRAINEE	\$ 67,794.27	\$ 71,183.98	\$ 74,743.18	\$ -	\$ -	2080
5800	8515	POLICE RECORD SPECIALIST I(PT)	\$ 25.02	\$ 26.27	\$ 27.58	\$ 28.96	\$ 30.41	PT
5100	8110	POLICE RECORDS SPECIALIST I	\$ 48,783.45	\$ 51,222.14	\$ 53,783.74	\$ 56,472.39	\$ 59,296.13	1950
5100	8115	POLICE RECORDS SPECIALIST II	\$ 53,182.45	\$ 55,841.71	\$ 58,633.99	\$ 61,565.37	\$ 64,643.73	1950
3100	8120	POLICE RECORDS SUPV	\$ 90,976.45	\$ -	\$ -	\$ -	\$ 110,571.49	1950
7100	8125	POLICE SERGEANT	\$ 155,946.75	\$ -	\$ -	\$ -	\$ 163,735.37	2080
3000	8165	POLICE SERVICES MANAGER	\$ 107,403.26	\$ -	\$ -	\$ -	\$ 130,549.41	1950



Salary Listing by Position Title
Effective Date: 07/01/2024
Annual pay rate unless "(PT)" then part-time hourly range

BU Code	Job Class	Position Title	Step 1	Step 2	Step 3	Step 4	Step 5	Hours/Year
3100	8130	POLICE SPECIAL SERVICES SUPV	\$ 84,717.43	\$ -	\$ -	\$ -	\$ 102,974.55	1950
8100	4585	PRESCHOOL INSTRUCTOR I (PT)	\$ 19.61	\$ 20.57	\$ 21.57	\$ 22.62	\$ -	PT
8100	4590	PRESCHOOL INSTRUCTOR II (PT)	\$ 23.73	\$ 24.89	\$ 26.11	\$ 27.39	\$ 28.73	PT
5100	1135	PROGRAM COORD I	\$ 52,077.79	\$ 54,681.25	\$ 57,415.51	\$ 60,286.31	\$ 63,300.62	1950
5800	1230	PROGRAM COORD I (PT)	\$ 26.71	\$ 28.04	\$ 29.44	\$ 30.92	\$ 32.46	PT
5100	1140	PROGRAM COORD II	\$ 55,426.84	\$ 58,199.74	\$ 61,108.39	\$ 64,164.02	\$ 67,371.44	1950
5800	1235	PROGRAM COORD II (PT)	\$ 28.42	\$ 29.85	\$ 31.34	\$ 32.90	\$ 34.55	PT
3000	1466	PROGRAM MANAGER	\$ 128,458.70	\$ -	\$ -	\$ -	\$ 156,142.29	1950
3100	8135	PROPERTY AND EVIDENCE SUPV	\$ 90,976.45	\$ -	\$ -	\$ -	\$ 110,571.49	1950
2000	1425	PUBLIC RELATIONS MANAGER	\$ 128,458.75	\$ -	\$ -	\$ -	\$ 156,142.34	1950
7800	8525	PUBLIC SAFETY DISPATCH ACAD (PT)	\$ 36.17	\$ 37.98	\$ 39.88	\$ 41.87	\$ 43.96	PT
7600	8140	PUBLIC SAFETY DISPATCHER	\$ 82,837.51	\$ 86,979.90	\$ 91,329.51	\$ 95,896.42	\$ 100,691.28	2080
7800	8520	PUBLIC SAFETY DISPATCHER (PT)	\$ 39.83	\$ 41.82	\$ 43.91	\$ 46.10	\$ 48.41	PT
7600	8145	PUBLIC SAFETY DISPATCHER ACAD	\$ 75,229.55	\$ 78,991.35	\$ 82,940.83	\$ 87,087.30	\$ 91,441.73	2080
7600	8150	PUBLIC SAFETY DISPATCHER TRAIN	\$ 67,553.59	\$ 71,109.90	\$ -	\$ -	\$ -	2080
5100	5175	PW CONSTRUCTION INSPECTOR I	\$ 81,607.98	\$ 85,688.52	\$ 89,972.74	\$ 94,470.89	\$ 99,194.28	1950
5100	5180	PW CONSTRUCTION INSPECTOR II	\$ 85,687.27	\$ 89,972.17	\$ 94,470.62	\$ 99,194.13	\$ 104,154.37	1950
3000	5190	PW MANAGER	\$ 130,055.26	\$ -	\$ -	\$ -	\$ 158,099.54	1950
3000	5290	PW PROGRAM MANAGER	\$ 128,458.70	\$ -	\$ -	\$ -	\$ 156,142.29	1950
3000	5185	PW SUPERINTENDENT	\$ 130,055.26	\$ -	\$ -	\$ -	\$ 158,099.54	1950
3100	5200	PW SUPV EQUIPMENT MAINTENANCE	\$ 97,025.85	\$ -	\$ -	\$ -	\$ 117,923.85	2080
3100	5205	PW SUPV FACILITIES MAINTENANCE	\$ 97,025.85	\$ -	\$ -	\$ -	\$ 117,923.85	2080
3100	5210	PW SUPV FIELD UTILITIES	\$ 101,864.12	\$ -	\$ -	\$ -	\$ 123,804.03	2080
3100	5300	PW SUPV FIRE EQUIPMENT MAINTENANCE	\$ 101,864.12	\$ -	\$ -	\$ -	\$ 123,804.03	2080
3100	5215	PW SUPV PARKS	\$ 97,025.85	\$ -	\$ -	\$ -	\$ 117,923.85	2080
3100	5220	PW SUPV STREET MAINTENANCE	\$ 97,025.85	\$ -	\$ -	\$ -	\$ 117,923.85	2080
5100	4010	RECREATION COORD I	\$ 59,791.48	\$ 62,780.91	\$ 65,920.53	\$ 69,216.88	\$ 72,677.33	1950
5800	4550	RECREATION COORD I (PT)	\$ 30.66	\$ 32.20	\$ 33.81	\$ 35.50	\$ 37.27	PT
5100	4011	RECREATION COORD II	\$ 65,771.00	\$ 69,059.55	\$ 72,512.52	\$ 76,138.16	\$ 79,945.06	1950
5800	4551	RECREATION COORD II (PT)	\$ 33.73	\$ 35.42	\$ 37.19	\$ 39.05	\$ 41.00	PT
3000	4015	RECREATION MANAGER	\$ 126,577.96	\$ -	\$ -	\$ -	\$ 153,864.36	1950
3800	4555	RECREATION MANAGER (PT)	\$ 64.91	\$ -	\$ -	\$ -	\$ 78.90	PT
8100	4560	RECREATION SPECIALIST I (PT)	\$ 16.50	\$ 17.33	\$ 18.20	\$ -	\$ -	PT
8100	4565	RECREATION SPECIALIST II (PT)	\$ 19.11	\$ 20.07	\$ 21.07	\$ 22.12	\$ -	PT
8100	4570	RECREATION SPECIALIST III (PT)	\$ 23.23	\$ 24.39	\$ 25.61	\$ 26.89	\$ 28.23	PT
3100	4020	RECREATION SUPV	\$ 90,976.45	\$ -	\$ -	\$ -	\$ 110,571.49	1950
3800	4575	RECREATION SUPV (PT)	\$ 46.65	\$ -	\$ -	\$ -	\$ 56.70	PT
8100	1250	SPECIAL PROJECT COORD (PT)	\$ 25.00	\$ -	\$ -	\$ -	\$ 125.00	PT
3000	1965	SR ACCOUNTANT	\$ 95,145.05	\$ -	\$ -	\$ -	\$ 115,649.49	1950
3100	3065	SR BUILDING INSPECTOR	\$ 95,145.05	\$ -	\$ -	\$ -	\$ 115,649.49	1950
3100	3070	SR BUILDING PLANS EXAMINER	\$ 95,145.05	\$ -	\$ -	\$ -	\$ 115,649.49	1950
5100	7090	SR CODE COMPLIANCE TECHNICIAN	\$ 73,682.88	\$ 77,367.02	\$ 81,235.37	\$ 85,297.12	\$ 89,561.99	1950
5100	5230	SR ENGINEERING DESIGNER	\$ 86,647.64	\$ 90,980.46	\$ 95,528.88	\$ 100,305.57	\$ 105,321.51	1950
3000	3540	SR HOUSING & COMMUNITY SERVICES SPECIALIST	\$ 92,514.55	\$ -	\$ -	\$ -	\$ 112,422.15	1950
2000	1745	SR HUMAN RESOURCES ANALYST	\$ 120,488.10	\$ -	\$ -	\$ -	\$ 146,453.71	1950
4100	6085	SR LABORATORY ANALYST	\$ 95,092.80	\$ 99,847.13	\$ 104,839.45	\$ 110,081.52	\$ 115,585.74	2080
5100	1452	SR MEDIA PRODUCTION COORDINATOR	\$ 72,348.10	\$ 75,965.51	\$ 79,763.79	\$ 83,751.98	\$ 87,939.58	1950
3100	4025	SR PARK PLANNER	\$ 110,393.49	\$ -	\$ -	\$ -	\$ 134,201.64	1950
3000	3075	SR PLANNER	\$ 110,393.49	\$ -	\$ -	\$ -	\$ 134,201.64	1950
3800	3305	SR PLANNER (PT)	\$ 56.61	\$ -	\$ -	\$ -	\$ 68.82	PT
5100	8155	SR PROGRAM COORD	\$ 59,791.48	\$ 62,780.91	\$ 65,920.53	\$ 69,216.88	\$ 72,677.33	1950
5800	5535	SR PROGRAM COORD (PT)	\$ 30.66	\$ 32.20	\$ 33.81	\$ 35.50	\$ 37.27	PT
4100	5240	SR TRAFFIC SIGNAL TECHNICIAN	\$ 88,027.16	\$ 92,428.72	\$ 97,050.83	\$ 101,902.69	\$ 106,997.62	2080
4100	6090	SR UTILITY PLANT CNTL SYST	\$ 106,277.60	\$ 111,591.37	\$ 117,170.46	\$ 123,029.19	\$ 129,180.24	2080
4100	6095	SR UTILITY PLANT ELECTRICIAN	\$ 106,277.60	\$ 111,591.37	\$ 117,170.46	\$ 123,029.19	\$ 129,180.24	2080
4100	6100	SR UTILITY PLANT MECHANIC	\$ 94,951.21	\$ 99,698.68	\$ 104,683.50	\$ 109,918.09	\$ 115,414.06	2080
4100	6105	SR WASTEWATER PLANT OPERATOR	\$ 103,147.58	\$ 108,305.12	\$ 113,720.18	\$ 119,406.19	\$ 125,376.30	2080
4100	6110	SR WATER PLANT OPERATOR	\$ 100,384.72	\$ 105,404.11	\$ 110,674.12	\$ 116,207.83	\$ 122,018.03	2080
8100	5540	STOCK CLERK/COURIER (PT)	\$ 22.21	\$ 23.32	\$ 24.49	\$ 25.71	\$ 27.00	PT



Salary Listing by Position Title
Effective Date: 07/01/2024
Annual pay rate unless "(PT)" then part-time hourly range

BU Code	Job Class	Position Title	Step 1	Step 2	Step 3	Step 4	Step 5	Hours/Year
5100	5245	STORES SPECIALIST	\$ 59,764.59	\$ 62,754.15	\$ 65,891.11	\$ 69,185.46	\$ 72,645.37	1950
3000	5250	STREET/FIELD UTILITIES MANAGER	\$ 111,240.71	\$ -	\$ -	\$ -	\$ 135,204.94	2080
8100	1260	STUDENT EMPLOYEE-HS (PT)	\$ 16.50	\$ -	\$ -	\$ -	\$ -	PT
8100	1265	STUDENT INTERN-COLLEGE (PT)	\$ 20.57	\$ 21.60	\$ 22.68	\$ 23.81	\$ 25.00	PT
8100	1266	STUDENT INTERN-COLLEGE (ENGINEERING) (PT)	\$ 22.21	\$ 23.32	\$ 24.49	\$ 25.71	\$ 27.00	PT
5100	1505	SYSTEMS ADMINISTRATOR I	\$ 75,979.83	\$ 79,778.77	\$ 83,767.93	\$ 87,956.29	\$ 92,354.15	1950
5100	1510	SYSTEMS ADMINISTRATOR II	\$ 83,577.99	\$ 87,756.80	\$ 92,144.52	\$ 96,751.57	\$ 101,589.36	1950
3000	5255	TRAFFIC ENGINEER	\$ 140,956.44	\$ -	\$ -	\$ -	\$ 171,341.26	1950
4100	5305	TRAFFIC SIGN TECHNICIAN I	\$ 61,759.33	\$ 64,847.09	\$ 68,089.40	\$ 71,493.89	\$ 75,068.65	2080
4100	5310	TRAFFIC SIGN TECHNICIAN II	\$ 69,768.15	\$ 73,256.32	\$ 76,919.33	\$ 80,765.51	\$ 84,803.47	2080
4100	5260	TRAFFIC SIGNAL TECH TRAINEE	\$ 62,317.34	\$ 65,433.17	\$ -	\$ -	\$ -	2080
4100	5265	TRAFFIC SIGNAL TECHNICIAN I	\$ 72,748.76	\$ 76,386.32	\$ 80,205.55	\$ 84,215.73	\$ 88,426.04	2080
4100	5270	TRAFFIC SIGNAL TECHNICIAN II	\$ 80,024.73	\$ 84,026.02	\$ 88,227.01	\$ 92,638.44	\$ 97,270.56	2080
3000	6115	UTILITIES ADMIN MNGR	\$ 111,240.71	\$ -	\$ -	\$ -	\$ 135,204.94	1950
8100	6500	UTILITIES ANALYST (PT)	\$ 37.97	\$ 39.87	\$ 41.86	\$ 43.96	\$ 46.15	PT
5100	6120	UTILITIES ASSET COORDINATOR	\$ 89,424.31	\$ 93,896.06	\$ 98,590.70	\$ 103,520.23	\$ 108,696.79	1950
3100	6230	UTILITIES ICE SUPV	\$ 117,136.81	\$ -	\$ -	\$ -	\$ 142,364.44	2080
3100	6125	UTILITIES MAINTENANCE SUPV	\$ 117,136.81	\$ -	\$ -	\$ -	\$ 142,364.44	2080
3000	6130	UTILITIES OPER & MAINT MANAGER	\$ 140,956.44	\$ -	\$ -	\$ -	\$ 171,341.26	2080
4100	6135	UTILITY PLANT CNTL SYS TECH I	\$ 87,871.36	\$ 92,265.28	\$ 96,878.35	\$ 101,722.56	\$ 106,808.04	2080
4100	6140	UTILITY PLANT CNTL SYS TECH II	\$ 96,621.54	\$ 101,452.40	\$ 106,525.10	\$ 111,851.42	\$ 117,443.45	2080
4100	6145	UTILITY PLANT ELECTRICIAN I	\$ 87,871.36	\$ 92,265.28	\$ 96,878.35	\$ 101,722.56	\$ 106,808.04	2080
4100	6150	UTILITY PLANT ELECTRICIAN II	\$ 96,621.54	\$ 101,452.40	\$ 106,525.10	\$ 111,851.42	\$ 117,443.45	2080
4100	6155	UTILITY PLANT MECHANIC I	\$ 78,430.19	\$ 82,351.84	\$ 86,469.33	\$ 90,792.69	\$ 95,331.81	2080
4100	6160	UTILITY PLANT MECHANIC II	\$ 86,321.15	\$ 90,637.08	\$ 95,168.94	\$ 99,927.42	\$ 104,923.89	2080
4100	6165	UTILITY PLANT WORKER	\$ 66,627.02	\$ 69,958.38	\$ 73,455.92	\$ 77,128.89	\$ 80,985.42	2080
4800	5545	UTILITY PLANT WORKER (PT)	\$ 32.03	\$ 33.63	\$ 35.32	\$ 37.08	\$ 38.94	PT
8000	1010	VICE MAYOR	\$ 9,948.00	\$ -	\$ -	\$ -	\$ -	1950
4800	6505	WASTEWATER PLANT OPER I (PT)	\$ 37.32	\$ 39.19	\$ 41.15	\$ 43.21	\$ 45.37	PT
4800	6510	WASTEWATER PLANT OPER OIT (PT)	\$ 31.65	\$ 33.23	\$ 34.89	\$ 36.63	\$ 38.47	PT
4100	6170	WASTEWATER PLANT OPERATOR I	\$ 77,631.05	\$ 81,514.09	\$ 85,588.31	\$ 89,868.02	\$ 94,361.24	2080
4100	6175	WASTEWATER PLANT OPERATOR II	\$ 85,261.66	\$ 89,524.55	\$ 94,000.57	\$ 98,699.98	\$ 103,635.04	2080
4100	6180	WASTEWATER PLANT OPERATOR III	\$ 93,766.60	\$ 98,455.24	\$ 103,377.90	\$ 108,546.96	\$ 113,973.54	2080
4100	6185	WASTEWATER PLANT OPERATOR OIT	\$ 65,824.75	\$ 69,115.99	\$ 72,571.78	\$ 76,200.38	\$ 80,010.40	2080
3100	6190	WASTEWATER PLANT SUPV	\$ 117,097.01	\$ -	\$ -	\$ -	\$ 142,332.02	2080
4100	6195	WATER PLANT OPERATOR I	\$ 66,375.51	\$ 69,695.03	\$ 73,179.08	\$ 76,837.97	\$ 80,680.22	2080
4100	6200	WATER PLANT OPERATOR II	\$ 82,966.36	\$ 87,113.93	\$ 91,470.36	\$ 96,043.76	\$ 100,845.50	2080
4100	6205	WATER PLANT OPERATOR III	\$ 91,255.01	\$ 95,818.06	\$ 100,608.87	\$ 105,639.47	\$ 110,920.70	2080
4100	6210	WATER QUALITY COORDINATOR	\$ 92,689.98	\$ 97,324.02	\$ 102,190.06	\$ 107,299.75	\$ 112,664.77	2080
3000	6215	WATER QUALITY MANAGER	\$ 130,055.26	\$ -	\$ -	\$ -	\$ 158,099.54	1950
3000	6220	WATER QUALITY PERM ADMIN	\$ 100,450.94	\$ -	\$ -	\$ -	\$ 122,096.84	1950
3100	6225	WATER QUALITY SUPV	\$ 104,372.01	\$ -	\$ -	\$ -	\$ 126,862.85	2080
4100	1970	WATER SERVICE COORDINATOR	\$ 75,070.31	\$ 78,823.34	\$ 82,765.03	\$ 86,902.77	\$ 91,248.66	2080
4100	1975	WATER SERVICE REP I	\$ 59,354.19	\$ 62,321.93	\$ 65,438.10	\$ 68,709.99	\$ 72,145.41	2080
4800	2510	WATER SERVICE REP I (PT)	\$ 28.54	\$ 29.96	\$ 31.46	\$ 33.03	\$ 34.69	PT
4100	1980	WATER SERVICE REP II	\$ 65,267.94	\$ 68,531.26	\$ 71,957.31	\$ 75,555.53	\$ 79,333.14	2080
4800	2515	WATER SERVICE REP II (PT)	\$ 31.38	\$ 32.95	\$ 34.59	\$ 36.32	\$ 38.14	PT
5100	8160	YOUTH DEVELOPMENT PROGRAM COORDINATOR I	\$ 52,077.79	\$ 54,681.25	\$ 57,415.51	\$ 60,286.31	\$ 63,300.62	1950
5100	8161	YOUTH DEVELOPMENT PROGRAM COORDINATOR II	\$ 55,426.84	\$ 58,199.74	\$ 61,108.39	\$ 64,164.02	\$ 67,371.44	1950
3100	8162	YOUTH DEVELOPMENT SUPERVISOR	\$ 99,435.06	\$ -	\$ -	\$ -	\$ 120,863.94	1950

Revised Dates: 12/01/2013, 03/01/2014, 07/01/2014, 8/01/2014, 01/01/2015, 04/01/2015, 07/01/2015, 09/01/2015, 10/01/2015, 01/01/2016, 07/01/2016, 08/01/2016, 01/01/2017, 04/01/2017, 05/01/2017, 11/01/2017, 01/01/2018, 06/01/2018, 07/01/2018, 08/01/2018, 01/01/2019, 02/01/2019, 05/01/2019, 07/01/2019, 08/01/2019, 10/01/2019, 10/16/2019, 11/01/2019, 12/01/2019, 01/01/2020, 02/01/2020, 05/01/2020, 07/01/2020, 11/01/2020, 01/01/2021, 03/01/2021, 05/01/2021, 11/01/2021, 01/01/2022, 02/01/2022, 05/01/2022, 06/01/2022, 07/01/2022, 08/22/2022, 09/01/2022, 10/01/2022, 11/01/2022, 12/01/2022, 01/22/2023, 05/15/2023, 08/01/2023, 08/17/2023, 11/01/2023, 11/16/2023, 12/15/2023, 01/01/2024, 02/01/2024, 02/12/2024, 02/20/2024, 02/27/2024, 04/01/2024, 04/15/2024, 05/22/2024, 07/01/2024

FISCAL YEAR 2024-25



SERVICE AND FACILITY RENTAL FEES

CITY OF VACAVILLE
650 Merchant Street Vacaville, CA 95688

Introduction

The City of Vacaville provides a wide range of services and rental facilities to the Vacaville community. These services include maintenance and duplication of public records, development-related services such as building permits and planning applications, and many other special services provided through the various City departments. The City also offers many of its facilities for private use on a rental basis. Available facilities include a variety of venues for assembly, banquet, cultural and recreational activities.

The City of Vacaville has established Service and Facility Rental Fees to cover all or part of the cost of providing services and for maintaining the City's rental facilities. The fees were previously updated by the Vacaville City Council on June 25, 2019. At this meeting, a resolution was approved that provides for an annual adjustment to be implemented for a total of four years beginning in 2020, based upon the Bureau of Labor Statistic's Consumer Price Index for all Urban Wage Earners and Clerical Workers (CPI) for the San Francisco Oakland Hayward area. The annual adjustment will reflect the period between May 1 of the preceding year and April 30 of the subject year. On June 27, 2023, Council approved a CPI adjustment of 3.6% be applied for the 2023-2024 fiscal year. Finally, on June 25, 2024, Council approved a CPI adjustment of 4.0% be applied for the 2024-2025 fiscal year.

Questions regarding these services and rental facilities, and the fees that are established to support them, should be addressed to the respective City department that provides the subject service or administers the rental facility. The appropriate department and the related telephone number for each grouping of services and each rental facility are listed for your use. Comments and ideas regarding these services and facilities are always welcome.

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SECTION I. CITY SERVICE FEES

DUPLICATION OF PUBLIC RECORDS

Duplication of public records maintained by the City are available through the City Clerk's Office.

Various City Departments
Contact City Clerk @ 707-449-5110

Service	Rate
Duplication of statements filed pursuant to the Political Reform Act of 1974	\$0.10 per sheet
Duplication of plan sheets, blueprints, or maps	\$3.50 per sheet
Duplication of video or audio tapes of meetings	Actual charge applied to City by contractor
City documents and reports duplicated by the City	\$0.25 per sheet
City documents and reports duplicated by contractor	Actual charge applied to City by contractor

FEE TO BE DETERMINED FOR A SPECIAL SERVICE, EVENT OR UNUSUAL CIRCUMSTANCE

Various City Departments
Contact Respective Department

Service	Rate
Where there is no fee specified for a special service, event, or for unusual circumstances, a fee for the service/facility shall be determined by the Director(s) of the respective department(s) related to the function.	The fee will be based on the full hourly cost recovery for staff involved, facility rental fees, as well as other cost factors, associated with the special service, event or unusual circumstance.

FEE FOR A CITY EMPLOYEE SUBPOENAED AS A WITNESS IN A CASE NOT INVOLVING THE CITY

Various City Departments
Contact Respective Department

Service	Rate
Per the Government Code, the City charges when an employee is subpoenaed as a witness to attend a civil deposition or trial in a case not involving the City.	The Code requires a deposit of \$275 per day of anticipated attendance to reimburse the City for the employee's time preparing, time away from work and travel expenses. The actual amount paid is based on the employee's hourly rate of pay, the number of hours spent in preparation and attendance, and traveling expenses.

DEVELOPMENT SERVICES

1. CONSTRUCTION PERMITS

Field inspection of new construction activity is provided to ensure public safety through compliance with uniform construction codes

**Building Division of the
Community Development Department
@ 707-449-5152**

Building Permits	Rate
Valuation Basis Permits	
\$1 to 500	\$48
\$501 to 2,000	\$48 for first \$500 + \$1.08 for each additional \$100 or fraction to \$2,000
\$2001 to 25,000	\$64.20 for first \$2,000 + \$11.43 for each additional \$1,000 or fraction to \$25,000
\$25,001 to \$50,000	\$327.09 for first \$25,000 + \$8.26 for each additional \$1,000 or fraction to \$50,000
\$50,001 to 100,000	\$533.47 for first \$50,000 + \$5.72 for each additional \$1,000 or fraction to \$100,000
\$100,001 to 500,000	\$819.22 for first \$100,000 + \$4.45 for each additional \$1,000 or fraction to \$500,000
\$500,001 to 1,000,000	\$2,599.64 for first \$500,000 + \$3.81 for each additional \$1,000 or fraction to \$1,000,000
\$1,000,000+	\$4,504.22 for first \$1,000,000 + \$2.54 for each additional \$1,000 or fraction thereof
Certified Access Specialist Fee Senate Bill 1608, the Construction-Related Accessibility Standards Compliance Act requires the City to retain at least one State-certified accessibility specialist with responsibilities related to accessibility standards.	\$260 applied to each building permit for new multifamily, commercial and industrial permits, non-residential repairs and alteration permits (except mechanical, electrical, and plumbing permits) and non-residential tenant improvement permits.
Building Standards Commission Fee Permit Valuation	
\$1-\$25,000	\$1.00
\$25,001 - \$50,000	\$2.00
\$50,001 - \$75,000	\$3.00
\$75,001 - \$100,000	\$4.00
\$100,001 plus	\$4.00 plus for every \$25,000 or fraction thereof above \$100,000 add \$1.00
Flat Rate Fee Basis	
Demolition: Residential	\$109 per unit
Non-Residential	\$209 per building
Other	\$109
Driveway	\$71
Fireplace, Masonry	\$191
Parking Lot Access	\$112
Re-inspection Fee: Residential	\$71 per inspection
Non-Residential	\$83 per inspection
Processing Fee: Mobile/Modular Home on a permanent foundation	\$71 per section – Residential \$80 per section – Non-Residential
Sign Permit: Value \$0 - \$500	\$68
\$501 - \$1,000	\$79
Over \$1,000	\$79 plus \$6.00 for each additional \$1,000
Reactivate Permit	One-half the amount required for a new permit
Pool, Space, Water Heater	\$70 minimum – Residential \$82 minimum – Non-Residential
Solar Panels	\$70 (non-residential charged on a valuation basis)
Inspections outside of normal business hours	\$106 per hour, minimum of 2 hours

General Plan Update Cost Recovery Fee and General Plan Implementation Fee Fees are adjusted January 1 of each year	Cost Recovery And Implementation Fee	
Brighton Landing and Vanden Meadows Infill Focus Areas and Other Incorporated Properties Located within the East of Leisure Town Road and Northwest Growth Areas Unincorporated Properties within the East of Leisure Town and Northwest Growth Areas and Infill Focus Areas General Plan Implementation Fee # For a comprehensive description of the two fees refer to City of Vacaville Resolution NO. 2016-078 adopted on September 13, 2016, and in particular, Exhibits A, B, and C of the Resolution.	\$701 n/a \$0.47 n/a \$701 \$374 \$0.47 \$0.23 \$2,283 9.9%	Per Single Family Unit Per Multi Family Unit Per Commercial Square Foot Per Industrial Square Foot Per Single Family Unit Per Multi Family Unit Per Commercial Square Foot Per Industrial Square Foot per acre annexed surcharge on the building fee charged on each building permit
Strong Motion Instrumentation Program (SMIP)	Rate	
Category 1: Specified Residential Construction (unless over three stories)	\$0.13	per \$1,000 building permit valuation
Category 2: Specified Non-Residential Construction & New Residential Over Three Stories	\$0.28	per \$1,000 building permit valuation
Category 3: Exempt Projects (plumbing, electrical, mechanical & specified miscellaneous building permits)	\$0.00	
Grading Permit and Plan Check Fees	Rate	
Grading Plan Review Fee		
50 cubic yards (c.y.) or less	No fee	
51 to 100 cubic yards	\$22.75	
101 to 1,000 cubic yards	\$34.00	
1,001 to 10,000 cubic yards	\$45.75	
10,001 to 100,000 cubic yards	\$45.75	for first 10,000 c.y. plus \$21.25 for each additional 10,000c.y. or fraction thereof
100,001 to 200,000 cubic yards	\$237.00	for first 100,000 c.y. plus \$12.75 for each additional 10,000c.y. or fraction thereof
200,001 cubic yards or more	\$351.75	for first 200,000 c.y. plus \$6.50 for each additional 10,000 c.y. or fraction thereof
Grading Permit Fee		
50 cubic yards or less	\$22.75	
51 to 100 cubic yards	\$34.00	
101 to 1,000 cubic yards	\$34.00	for first 100 c.y. plus \$15.00 for each additional 100 c.y. or fraction thereof
1,001 to 10,000 cubic yards	\$169.00	for first 1,000 c.y. plus \$12.75 for each additional 1,000 c.y. or fraction thereof
10,001 to 100,000 cubic yards	\$283.75	for first 10,000 c.y. plus \$58.75 for each additional 10,000 c.y. or fraction thereof
100,000 cubic yards or more	\$812.50	for first 100,000 c.y. plus \$32.75 for each additional 10,000 c.y. or fraction thereof

Plumbing Permits		Rate
Residential		
New: Single-Family/Multi-Family/Condominium		\$0.06 per sq. ft.
Addition, Alteration, Etc.		
Bldg. Permit Valuation: \$1 - \$10,000		\$71
\$10,001 - \$20,000		\$85
Over \$20,000		\$85 plus \$.55 for ea. additional \$1,000 or fraction thereof
Flat Rate Fees		
Miscellaneous Permits		\$71
Pools and Spas		\$71
Re-inspection Fee		\$71
Restore Gas Service		\$71 per inspection
Water or Sewer Line Replacement		\$71
Water Heater Replacement		\$71
Reactivate Permit		One-half amount required for new permit - \$71 min.
Non-Residential		
New, Addition, Alteration, Etc. –		1.27% of Contract (up to \$250,000) / \$83 min.
Commercial / Industrial / Church / etc.		1.00% of Contract (over \$250,000 to \$1,000,000)
		0.50% of Contract (over \$1,000,000)
Flat Rate Fees		
Miscellaneous Permits		\$83
Propane Tank Installation		\$83
Re-inspection Fee		\$83 per inspection
Restore Gas Service		\$83
Water Heater Replacement		\$83
Reactivate Permit		One-half amount required for new permit - \$83 min.
Inspections Outside of Normal Business Hours		\$106 per hour (minimum 2 hours)
Electrical Permits		Rate
Residential		
New: Single-Family/Multi-Family/Condominium		\$0.06 per sq. ft.
Addition, Alteration, Etc.		
Building Permit Valuation: \$1 - \$10,000		\$71
\$10,001 - \$20,000		\$85
Over \$20,000		\$85 plus \$.55 for ea. additional \$1,000 or fraction thereof
Flat Rate Fees		
Change of Electric Service		\$71
Garage Wiring		\$71
Miscellaneous Permits		\$71
Overhead to Underground Service Change		\$71
Pools and Spas		\$71
Re-inspection Fee		\$71 per inspection
Restore Service		\$71
Temporary Power Pole		\$71
Reactivate Permit		One-half amount required for new permit - \$71 min.
Non-Residential		
New, Addition, Alteration, Etc. –		1.27% of Contract (up to \$250,000) / \$83 min.
Commercial / Industrial / Church, etc.		1.00% of Contract (over \$250,000 to \$1,000,000)
		0.50% of Contract (over \$1,000,000)
Flat Rate Fees		
Change of Electric Service		\$83
Miscellaneous Permits		\$83
Overhead to Underground Service Charge		\$83
Re-inspection Fee		\$83 per inspection
Restore Service		\$83
Sign		\$83
Temporary Power Pole		\$83
Reactivate Permit		One-half amount required for new permit - \$83 min.
Inspections Outside of Normal Business Hours		\$106 per hour (minimum 2 hours)

Mechanical Permits	Rate
Residential	
New: Single-Family/Multi-Family/Condominium	\$0.06 per sq. ft.
Addition, Alteration, etc. Building Permit Valuation \$1 - \$10,000	\$71
\$10,001 - \$20,000	\$85
Over \$20,000	\$85 plus \$.55 for ea. additional \$1,000 or fraction thereof
Flat Rate Fees	
Central A/C (add \$61 for elect. service change)	\$71
Central Heating	\$71
Miscellaneous Permits	\$71
Re-inspection Fee	\$71 per inspection
Wall or Space Heater	\$71
Wood-Burning Stove	\$71
Reactivate Permit	One-half amount required for new permit - \$71 min.
Non-Residential	
New, Addition, Alteration, Etc. – Commercial / Industrial / Church, etc.	1.27% of Contract (up to \$250,000) / \$83 min. 1.00% of Contract (over \$250,000 to \$1,000,000) 0.50% of Contract (over \$1,000,000)
Flat Rate Fees	
Central A/C (add \$72 for elect. service charge)	\$83
Central Heating	\$83
Miscellaneous Permits	\$83
Re-inspection Fee	\$83 per inspection
Wall or Space Heater	\$83
Reactivate Permit	One-half amount required for new permit – \$83 min.
Inspections Outside of Normal Business Hours (Plumbing, Electrical, Mechanical)	\$106 per hour (minimum 2 hours)

2. PLAN CHECK

Plans for new construction are checked to ensure conformance with uniform construction codes and City standards

**Building Division of the
Community Development Department
@ 707-449-5152**

Building Plan Check		Rate
Residential		
New	Single-Family/Modular/Manufactured, etc. Multi-Family or Condominium	75% of Building Permit Fee for first use, \$62 per lot thereafter 75% of Building Permit Fee
Addition, Alteration, etc.	\$2,000 and under valuation Over \$2,000 valuation	No charge 75% of Building Permit Fee
Additional Plan Check Services		\$111 per hour
Non-Residential		
New / Commercial, Industrial, Church, etc.		90% of Building Permit Fee
Addition, Alteration, Signs, Etc.	\$2,000 and under valuation Over \$2,000 valuation	No charge 90% of Building Permit Fee
Additional Plan Check Services		\$111 per hour
Energy Plan Check		Rate
Residential		
New	Custom Single-Family/Manufactured/Modular Tract Single-Family/Manufactured/Modular Condominium or Apartment	\$94 per unit \$50 per unit \$43 per unit
Addition		\$61
Non-Residential		
New/Addition Commercial, Industrial, Church, etc.		\$0.06 per sq. ft. of Conditioned Space
Plumbing, Electrical, Mechanical Plan Check		Rate
Residential and Non-Residential		
New, Addition, Alteration, Etc. (any work requiring a plan review or product research)		
	Plumbing Plan Check Fee	65% of Plumbing Permit Fee
	Electrical Plan Check Fee	25% of Electrical Permit Fee
	Mechanical Plan Check Fee	25% of Mechanical Permit Fee
Landscape Plan Check		Rate
Residential		
New: Single-Family/Manufactured/Modular		\$209 per dwelling
Non-Residential and Multi-Family		
New/Addition		
	Up to 25,000 sq. ft.	\$0.16 per sq. ft.
	25,001 – 62,500 sq. ft.	\$0.13 per sq. ft.
	62,501 sq. ft. and up	\$0.10 per sq. ft.
Fire Code Plan Check		Rate
Residential and Non-Residential		15% of Building Permit fee
Miscellaneous		Rate
Building Permit Fee Estimate & Document		\$319
Permit Intake/Records Maintenance Fee (Building) (minor)		\$95
Permit Intake/Records Maintenance Fee (Building) (major)		\$191
Scanning Large Format Plans (Building/Planning)		\$3.00 per page
Temporary Certificate of Occupancy (Building)		\$755

3. PLANNING APPLICATIONS

Development proposals are reviewed for compliance with City plans and standards with input from the public

Planning Division of the
Community Development Department
@ 707-449-5140

Planning Applications	Rate
Accessory Dwelling Units	\$2,663
Adjustments	\$760
Time Extension	\$405
Airport Area of Influence Review	\$2,440
Appeals (all applications)	25% of original fees, but not less than \$131 nor more than \$666
Appeal of Supplemental Capacity Determination	\$1,156
Use Permit	
Minor Use Permit	\$4,058
Time Extension	\$2,225
Conditional Use Permit	\$9,744
Time Extension	\$4,816
Existing Building (Staff level &/or PC Review)	\$1,413
Density Bonus Housing Agreement**	
Senior Restricted	\$5,713
Non-Senior Restricted	\$13,099
Design Review	
Staff Approval – Accessory Building/Site Improvement	\$2,071
SF Residence	\$2,188
Subdivision House Plans	
Up to 49 units	\$8,405
50 to 199 units	\$15,270
200 to 499 units	\$20,563
500+ units	Base fee for 499 units plus \$2,423 per each additional 100 units
Multi-Family, Commercial, Industrial	\$4,009
Time Extension	\$1,831
Planning Commission Approval	\$9,070
Time Extension	\$4,797
Determination of Permitted Use	\$1,762
Development Agreements	
Single Purpose	\$5,713
Multiple Purpose	\$13,111
Minor Revision (Admin Amendment)	\$4,011
Annual Review	\$2,574
Environmental Review – Initial Study	
Notice of Exemption	\$628
Negative Declaration	\$4,159
Mitigated Negative Declaration	\$8,322
Reaffirm Environmental Assessment	\$781
Environmental Impact Report	15% of contract price
<i>Note: Environmental fees do not include filing fees due to Solano County after a project is approved. Refer to the Department of Fish & Wildlife application form for additional fees.</i>	
General Plan Amendment	
Amendment/Map	\$17,327
Amendment/Text Only	\$17,327
Home Occupation Permit	\$130
LAFCO Related Applications (do not include County LAFCO or State fees)	
Annexation Application (<i>plus \$227 per acre*</i>)	\$8,295
Annexation Agreement	\$2,870
Williamson Act Cancellation	\$8,295
Comprehensive Annexation Plan Amendment	\$8,295
Sphere of Influence Amendment	\$8,295
Modification	
Staff Review	\$2,070
Major Modification – Staff	\$4,145
Major Modification – Planning Comm. Review	\$7,419

Planning Applications - Continued	Rate
Parcel Maps – Land Division	
Tentative Parcel Map (Max of 4 Parcels)	\$8,825
Time Extension	\$2,225
Vesting Tentative Parcel Map	\$12,686
Time Extension	\$4,582
Parcel Map Waiver - Lot Line Adjustment (does not include Development Engineering Fees)	\$730
Planned Development	
Planning Commission Review	
PD Residential (up to 49 units)	\$14,394
PD Residential (50 to 199 units)	\$21,506
PD Residential (200 to 499 units)	\$26,989
PD Residential (500+ units)	Base fee for 499 units plus \$2,423 per each additional 100 units
PD Non-residential	\$10,254
Time Extension	\$5,253
Planned Growth Ordinance	
Allocation Exception Request	\$4,677
Planned Sign Program	
Single User or Building	\$730
Multiple User or Buildings (one sign)	\$2,663
Multiple User or Buildings (multiple sign project)	\$4,663
Rezoning	\$17,083
Special Animal Keeping Permit	\$130
Specific Plan	\$48,808
Amendment	\$8,055 ****
Minor Revision	\$3,329
Temporary Use Permit/Special Events Permit	\$1,720
Tract Maps (Tentative Subdivision Maps)	
TM Review (5 to 49 lots)	\$16,902
TM Review (50 to 199 lots)	\$25,354
TM Review (200 to 499 lots)	\$31,693
TM Review (500+ lots)	Base fee for 499 lots plus \$2,110 per each 100 additional lots
Time Extension	\$7,681
Vesting TM Review (5-49 lots)	\$21,179
Vesting TM Review (50-199 lots)	\$31,378
Vesting TM Review (200-499 lots)	\$39,674
Vesting TM Review (500+ lots)	Base fee for 499 lots plus \$2,609 per additional 100 lots
Time Extension	\$9,700
Traffic Impact Ordinance Exception	\$1,426
Variance	\$9,793
Time Extension	\$4,815
Zoning Letter (Planning)	\$160
Zoning Amendment	
Minor Text Amendment	\$7,837
Major Text Amendment	\$16,202
Rezoning	\$16,489

Miscellaneous	Rate
Preliminary Review (prior to official submittal)(Planning)	\$1,554
Special Study Review - Planning (traffic, utility, etc.)	15% of contract price
Application Intake/Records Maintenance Fee	
Minor	\$94
Major	\$191
Scanning Large Format Plans (Building/Planning)	\$3.11 per page
Notes:	
(1) Where no fee is specified or there is an unusual circumstance, that fee shall be determined by the Director of Community Development. The	
* Per acre fee is to assist with the City's annual LAFCO contribution	
** Density Bonus Housing Agreement fees are based on Development Agreement Fees	
*** Full cost recovery not recommended at this time	
**** This fee increase is 50% of the suggested full cost recovery	

4. ENGINEERING PLAN CHECK & INSPECTIONS

Plan checking and field inspections of engineering projects are provided to ensure public safety through compliance with City Standards

Engineering Division of the
Public Works Department
@ 707-449-5170

Engineering Plan Check & Inspections	Rate
Abandonment of Right-of-Way	\$3,040
Apportionment of Assessments Per Map Plus per Lot	\$736 plus NBS fee \$24 per lot plus NBS Fee
Benefit District	\$4,778 plus .5% of the assessment fee (.5% collected at the time assessment fees are collected)
Encroachment Permit Single Family Property (Non Subdivision) All others	100% refundable deposit + 7.62% non-refundable fee (\$582 minimum) 100% refundable deposit + 11.5% non-refundable fee (\$988 minimum)
Utility Construction Encroachment Permit	\$271 permit plus \$271 per hour for inspection
FEMA Letter	\$56
Grading Plans – Plan Check and Inspection (5,000 YDs and greater) Stockpile Grading Residential or Commercial	3.55% of engineers estimate 10.78% of engineers estimate
Improvement Plans – Plan Check and Inspection \$0 - \$100,000 (project valuation) \$100,001 - \$200,000 Above \$200,000 Preliminary fee at time of plan submittal Reinspection* Prolonged Construction (more than 2 yrs. from initial inspection)*	9.61% of engineers estimate 8.11% of engineers estimate 6.61% of engineers estimate \$440 per lot \$271 per hour \$271 per hour
Maps – Checking Final Parcel Map (up to 4 lots) Final Tract Map	\$2,170 plus \$416 per lot \$2,605 plus \$107 per lot
Parcel Map Waiver (Lot Line Adjustment) Engineering Fee Planning Fee	\$1,934 \$1,046
Subdivision Protest	\$1,086
Utility Study Review	15% of consultant contract fee
Lighting and Landscape Districts Creation of new District Annexation into existing Districts	\$4,778 \$3,690
Grant of Easements	\$2,062
Council Item (i.e. Quitclaim of Easement)	\$1,357
Water Model Flat Rate Plus Per EDU	\$4,590 \$16
Notes: (1) Where no fee is specified or there is an unusual circumstance, that fee shall be determined by the Director of Public Works.	

1. Developers and their contractors will be charged an additional fee for excessive inspections. Excessive inspections is defined as an inspection for the same segment of work required beyond the initial inspection and one (1) re-inspection for any deficient work within the same segment.

2. For all inspections conducted during non-business hours (e.g. 7 am to 4 pm) the rate charged for overtime inspections shall be one and one-half the hourly charge rate specified in the City of Vacaville current fee schedule for re-inspections.

5. WATER METER INSTALLATION

Water meters are installed to permit safe connection to the public water system

Community Development Department
@ 707-449-5140
Maintenance Division of the Public Works Department
@ 707-469-6500

Water Meter Installation		Rate
Residential and Non-Residential		
<u>Meter Size</u>	<u>Meter Only</u>	<u>Complete (lateral included)</u>
¾"	\$503	\$3,203
1"	\$842	\$3,487
1-1/2"	\$1,011	\$5,651
2"	\$1,183	\$6,781
3" Turbine	\$2,259	\$2,259 plus T&M
3" Compound	\$4,098	\$4,098 plus T&M
4" Turbine	\$3,240	\$3,240 plus T&M
4" Compound	\$5,372	\$5,372 plus T&M
6" Turbine	\$4,797	\$4,797 plus T&M
6" Compound	\$7,533	\$7,533 plus T&M
8" Turbine	\$7,596	\$7,596 plus T&M
8" Compound	\$12,252	\$12,252 plus T&M
Note: T&M = Time and Materials		

6. TRAFFIC ENGINEERING

Services related to traffic impact analysis are provided as part of the review of new developments

Traffic Engineering Division of the
Public Works Department
@ 707-449-5349

Traffic Engineering	Rate
Traffic Control Plans	
Road Closures	\$130
Lane Closures	\$65
Calibrated Traffic Model	\$1,169
Updates to Traffic Model	\$115
Traffic Model Runs	\$444
Traffic Study Scoping and Review	\$2,538
Traffic Study Preparation (minimum)	\$9,418

7. CONCRETE AND ASPHALT REPAIR

Maintenance Division of the
Public Works Department
@ 707-469-6500

Concrete & Asphalt Repair	Rate
Concrete Curb & Gutter Repair (per LF)	\$64.50 /LF
Concrete Sidewalk Flag Repair (per SF)	\$35.84 /SF
Asphalt Restoration Previous Cut (per SF)	\$37.03 /SF
Asphalt Restoration New Cut (per SF)	\$134.98 /SF
Notes: (1) The City of Vacaville is currently not repairing asphalt or concrete for utility companies (PG&E, AT&T, Comcast, etc.) or private development.	

FIRE SERVICES

1. AMBULANCE SERVICE

Paramedic ambulance service is provided to Vacaville and the surrounding area

**Fire Department
@ 707-449-5452**

Ambulance Service		Rate
Base Rate BLS	Resident:	\$1,997
	Non-Resident:	\$1,997
Base Rate ALS	Resident:	\$2,394
	Non-Resident:	\$2,394
Mileage	Resident:	\$33 per mile
	Non-Resident:	\$33 per mile
Oxygen	Resident:	\$118
	Non-Resident:	\$118
Assessment – No Transport	Resident:	\$1,820
	Non-Resident:	\$1,820

2. FIRE SERVICE

Fire service costs incurred due to negligence, violations of the law and/or carelessness may be

**Fire Department
@ 707-449-5452**

Fire Service	Rate	
Staffing		
On-Duty (each person)	<u>Direct</u>	<u>Indirect</u>
Battalion Chief	\$95.56	\$131.70 per hour
Captain	\$77.64	\$111.09 per hour
Fire Engineer	\$65.10	\$93.47 per hour
FF/Paramedic	\$57.93	\$83.62 per hour
Firefighter	\$54.35	\$80.63 per hour
Off-Duty (each person)	<u>Direct</u>	
Battalion Chief	\$143.34 per hour	
Captain	\$115.87 per hour	
Fire Engineer	\$97.95 per hour	
FF/Paramedic	\$87.20 per hour	
Firefighter	\$83.62 per hour	
Equipment		
Engine	\$186 per hour	
Water Tender	\$186 per hour	
Aerial Apparatus	\$214 per hour	
Specialized (i.e. Squad)	\$135 per hour	
Other Emergency Equipment	\$74 per hour	

3. FIRE PREVENTION

Fire Department
@ 707-449-5452

Fireworks Violations	Rate
Appeals Fee for Fireworks Violations	
Fireworks Regulation Appeal Fee	\$540 + actual cost of Hearing Examiner divided equally between City and appellant

Fire Code Permits / Group 1	Rate
Permits for certain special activities ensure public safety through compliance with the Uniform Fire Code.	
Battery System Installation	\$846
Candles and open flames in assembly areas	\$147
Carnivals, fairs and special events	\$822
Compressed gases system installation	\$772
Carbon dioxide systems for beverages	\$141
Fireworks, public display	\$914
Flammable/Combustible liquids; repair/modification of pipeline transportation system	\$902
Flammable/Combustible class I or II liquids; removal of liquids from underground tanks by means other than approved stationary on-site pumps	\$453
Flammable/Combustible liquids; installation, construction, alteration of tank or dispensing station	\$891
Flammable/Combustible tank; installation, alteration, removal of abandoned/out of service tank	\$891
Flammable/Combustible tanks contents type change	\$567
Liquefied petroleum gas, installations	\$622
Liquid or gas fueled vehicles/equipment in assembly buildings	\$295
Malls; placing or constructing temporary display booths, concession equipment	\$295
Malls; use of open flame or flame producing devices	\$295
Malls; display any liquid or gas-fueled vehicles	\$295
Mobile food preparation - vehicles	\$30
Open burning (1+ acre, agricultural zone only)	\$53
Outdoor assembly event	\$315
Plant extraction systems	\$591
Pyrotechnical special effects material	\$380
Tent, canopy and temporary membrane structure (5,000 sq. ft. or less)	\$205
Tent, canopy and temporary membrane structure (over 5,000 sq. ft.)	\$251
Tent, Food Vendor	
1-3 Food Vendor's	\$85
4-6 Food Vendor's	\$93
7 or more food vendor's	\$275
Waste Handling/wrecking yards/waste material handling facilities	\$141
Each Additional Inspection beyond basic service	\$315

Fire Code Permits / Group 2	Rate
Annual Permits for certain ongoing uses ensure public safety through compliance with the Uniform Fire Code.	
Aerosol products	\$183
Amusement Building	\$345
Aviation facilities	\$345
Cellulose nitrate film & storage	\$275
Combustible fiber storage	\$228
Combustible material storage	\$432
Compressed gases storage, use, handling	\$425
Cryogenics	\$434
Dry cleaning plants	\$340
Dust-producing operations	\$432
Explosives	\$591
Flammable/Combustible liquids; operation of pipeline, storage handling, tank vehicle, equipment, tank, plants and dispensing stations	\$184
Hazardous materials storage	\$520
High pile combustible storage	\$603
Hot work operations, cutting and welding, open flame and torches	\$141
Liquefied petroleum gas – storage, use & dispensing	\$419
Lumber yards and woodworking plants	\$419
Magnesium working operations	\$357
Mobile fueling of hydrogen-fueled vehicles	\$184
Organic coating manufacture	\$419
Ovens, industrial baking or drying	\$419
Places of assembly	\$340
Refrigeration equipment	\$419
Repair garages and motor vehicle fuel disposing facilities	\$340
Spraying and dipping operations	\$418
Storage of tires and tire by-products	\$354
Wood products	\$356
Each Additional Inspection beyond basic service	\$315
Fire Code Permits / Group 3	Rate
Annual Permits for certain ongoing uses ensure public safety through compliance with the Uniform Fire Code.	
Installation/Alteration of automatic fire sprinkler system	
1-25 sprinkler heads	\$311
26-99 sprinkler heads	\$573
100+ sprinkler heads and 2 hydro areas	\$1,322 plus \$2.20 per each head over 100
Installation/Alteration of underground private fire service mains	\$1,161
Installation/Alteration of residential fire sprinkler system	\$645
Installation /Alteration of special fire suppression	\$804
Systems/Spraying or Dipping	\$641
Installation of new fire alarm system	\$606
Installation of fire alarm system - tenant improvement	\$315
Re-submittals For Plan Review beyond basic service	\$315
Each Additional Inspection beyond basic service	\$315

4. SPECIAL INSPECTIONS

**Fire Department
@ 707-449-5452**

Special Inspections	Rate
Field inspections necessary to achieve code compliance or performed on a special request basis.	
Special Inspection Fee	\$315 per hour

5. WEED AND NUISANCE ABATEMENT

**Fire Department
@ 707-449-5452**

Weed & Nuisance Abatement	Rate
Weed Abatement	Abatement contract cost + actual City costs
Appeal Fee	\$540 + actual cost of Hearing Examiner divided equally between City and appellant
Appeal Fee	Abatement contract cost + actual City costs \$540 + actual cost of Hearing Examiner divided equally between City and appellant
Public Nuisance and Weed Abatement Involuntary Enforcement Response Fee	
Code Compliance Division:	
Code Technician	\$65.10 per hour
Administrative Clerk	\$52.86 per hour
Senior Specialist	\$93.47 per hour
Car and Other Equipment	\$23.29 per instance
Copying/Mailing	\$0.30 per page/actual cost of mailing
Cost to Secure Property	Actual Cost
Cost for Clean-Up and Removal	Actual Cost
Cost for Landscaping	Actual Cost
Miscellaneous Cost	Actual Cost
Administrative Overhead	\$158.27 per instance
Building Division:	
Building Official	\$127.52 per hour
Administrative Overhead	\$158.27 per instance
Fire Department:	
(each person)	<u>On-Duty</u> <u>Off-Duty</u>
Battalion Chief	\$131.70 \$143.34 per hour
Captain	\$111.09 \$116.17 per hour
Fire Engineer	\$93.47 \$97.05 per hour
Firefighter/Paramedic	\$83.62 \$86.90 per hour
Firefighter	\$80.63 \$84.51 per hour
Assistant Fire Marshall	\$82.12 per hour
Equipment:	
Engine	\$185.75 per hour
Water Tender	\$185.75 per hour
Aerial Apparatus	\$214.42 per hour
Specialized (i.e. Squad)	\$134.68 per hour
Other Emergency Equipment	\$74.96 per hour
Administrative Overhead	\$158.27 per instance
City Attorney Department:	
Assistant City Attorney	\$125.72 per hour
Police Department:	
	<u>Overtime</u>
Police Sergeant	\$185.75 per hour
Police Officer	\$142.75 per hour
Community Services Officer II	\$74.96 per hour
Records Assistant	\$65.70 per hour
Administrative Overhead	\$189.63 per instance
Abandoned or Vacant Buildings or Structures Public Nuisance Abatement	
Monthly Monitoring Fee	\$876 per month

POLICE SERVICES

A variety of services and records are provided related to public safety, traffic and parking

Police Department
@ 707-449-5226

Police Services	Rate
Alarms	
Annual Alarm Registration	\$26
False Alarm Response	\$88
Alcoholic Beverage License	\$50
Bicycle License	\$6
Bingo Manager Permit	
New	\$68 + Livescan & DOJ fee
Annual Renewal	\$68
Calls For Service Search	\$43
Concealed Weapon Permit	
Annual Renewal	\$48
Crime Incident Form, Adult and Minor	\$24
Crime Report Reproduction Fee	\$0.25 per page
Discovery	\$43 per hour
Driving Under the Influence With Accident	Actual cost with legal maximum of \$12,585
Educational Fee – Youth Services	\$62 maximum
Fingerprinting Livescan	\$45 plus DOJ Fee
Local Record Review Letter	\$45 plus \$10 Notary fee
Local Record Review for Employment	\$20
Massage Establishment Application, Investigation and Licensing:	
Certified California Massage Therapy Council Business Owner	\$65
Non-Certified California Massage Therapy Council Business Owner	\$385
Renewal Licensing Fee	\$65
Parking Permits	\$22
Pawn Broker License/Permit	
New	\$43
Renewal	\$43
Permit for Parade/Street Closure/Block Party/Meeting	\$43
Plan Reviews For Public Safety	Actual Cost (Sourced Out)
Police Fee For Police Department Presence	Actual Cost
Repossession Fee	\$19
Rolled Fingerprinting	\$12 per card
Secondhand Dealer License	
New	\$43
Renewal	\$43
Solicitor's/Peddler/Vendor Permit	\$43
Subpoena Duces Tecum/Court Orders/Discovery	Varies, \$16 minimum
Taxi Driver Permits	
New	\$67 + Livescan & DOJ fee
Renewal	\$67
Tow Truck Driver Permits	
New	\$67 + Livescan & DOJ fee
Renewal	\$67

Police Services - Continued	Rate
<p>Vehicle Releases</p> <p>Vehicles that are impounded or stored due to driver violations including the following CVC selection: 14601, 14602, 14607, 22651(h) – driver arrested, 22651 (p) –driver unlicensed or suspended</p> <p>Vehicles that are impounded or stored due to vehicle violations including CVC sections: 22651(b) – obstructing traffic, 22651(n) road closure- notice posted, 22651(o) – registration expired over six months, 22651.5 – continuous alarm within 500 feet of occupied building, 22669(a) – abandoned vehicles, 22669(d) hazardous vehicle</p>	<p>\$313</p> <p>\$129</p>
<p>Police Department Overtime:</p> <p>Police Sergeant</p> <p>Police Officer</p> <p>Community Services Officer II</p> <p>Records Assistant</p>	<p>\$185.75 per hour</p> <p>\$142.75 per hour</p> <p>\$74.96 per hour</p> <p>\$65.70 per hour</p>
<p>Public Record Act Request Redaction</p> <p>Straight Time:</p> <p>Police Officer</p> <p>Administrative Overhead</p>	<p>\$95.22 per hour (*)</p> <p>\$189.59</p>
<p>(*) one hour of video is equivalent to 5 hours of redaction</p>	

FINANCE SERVICES

Standard service charges and collection charges are applied to delinquent utility bills, business licenses, and returned checks

1. UTILITY BILLING

Finance Department
@ 707-449-5128

Utility Billing	Rate
Minimum Water and Sewer Service Charge	Specified Monthly Fixed Charge
Late Fee	\$10 or 10% of balance due (whichever is greater) if not paid by past due date stated on bill plus any additional costs related to collections.
Service Interruption Notice	\$16.00
Non Payment Processing Charge	\$42.00
After 3:00 p.m. Restoration of Service (additional charge to above)	\$83.00
Pulled Meter (additional charge to above)	\$81.75
Meter Lock Damage/Meter Tampering	\$109.25

2. BUSINESS LICENSES

Business Licenses	Rate
Penalty effective dates:	
May 1	50% additional of amount owed
June 1	60% additional of amount owed
July 1	70% additional of amount owed
August 1	80% additional of amount owed
September 1	90% additional of amount owed
October 1	100% additional of amount owed

3. RETURNED PAYMENT

Returned Payment	Rate
Returned Payment	\$25 for first returned payment \$35 for each subsequent returned payment

HOUSING SERVICES

Services include loan application processing for first-time homebuyer and rehabilitation programs, and mobile home rent arbitration

1. LOAN SERVICES

Housing & Community Services
@ 707-449-5675

Loan Services	Rate
Subordination Fee (all loan types)	\$247
First Time Home Buyer (FTHB) Loan Programs	
Lender Participation Fee (per loan agent)	\$327
Annual Renewal Fee (per loan agent)	\$162
Loan Application Fee	
Down Payment Assistance Loan (DPAL)	\$309
Shared Equity Loan	\$386
Section 8 First-Time Match Homebuyer Loan	\$309

2. MOBILE HOME RENT ARBITRATION

Residents of a mobile home park may file a petition to request an arbitration hearing to dispute certain types of rent increases per the Vacaville Municipal Code. The residents and park owner share the cost of the arbitration hearing.

Housing Services	Rate
Mobile Home Rent Arbitration	\$502 initial payment for each of the involved parties; final costs to be shared equally among parties

SECTION II. FACILITY RENTALS

ULATIS COMMUNITY CENTER

Banquet and assembly seating and display areas are provided in this 8,000 sq. ft. facility that is divisible into various sized spaces

Parks and Recreation Department

@ 707-469-4002

recweb@cityofvacaville.com

Facility	Rate			
Room/Size/Capacity	RESIDENT		NON-RESIDENT or COMMERCIAL	
	M-TH	FR-SU	M-TH	FR-SU
	Per Hour		Per Hour	
C, E, A+B or F+G 25'x50' 180 Standing, 70 Assembly, 56 Dining	\$79	\$106	\$106	\$137
A+B+C* or E+F+G* 50'x50' 360 Standing, 140 Assembly, 120 Dining	\$118	\$153	\$153	\$196
D^ 60'x50' 404 Standing, 225 Assembly, 144 Dining	\$131	\$165	\$169	\$212
C+D^ or D+E^ 85'x50' 584 Standing, 325 Assembly, 208 Dining	\$165	\$196	\$212	\$256
A+B+C+D*^ or D+E+F+G*^ or C+D+E^ 110'x50' 764 Standing, 425 Assembly, 272 Dining	\$196	\$218	\$256	\$286
A+B+C+D+E*^ or C+D+E+F+G*^ 135'x50' 944 Standing, 525 Assembly, 336 Dining	\$218	\$252	\$286	\$324
A+B+C+D+E+F+G*^ 160'x50' 1124 Standing, 625 Assembly, 400 Dining	\$252	\$301	\$324	\$384
Conference Room 12 Seated	\$45	\$53	\$59	\$69
* Includes patio(s) ^ Includes platform stage				
Additional Fees	Rate			
Commercial Kitchen	\$105 Flat fee for first four hours \$37 For each additional hour			
Bar	\$43 Flat fee			
Piano	\$43 Flat fee			

ULATIS GARDENS

The landscaped garden area is available for weddings and other special events at the Ulatis Community Center

Parks and Recreation Department
 @ 707-469-4002
 recweb@cityofvacaville.com

Rental Fees		Rate		
Rate	Capacity 1- 100	Capacity 101-500	Cleaning Deposit	
RESIDENT		<u>4hr Flat Rate</u>	<u>4hr Flat Rate</u>	
Gardens w/ Ulatis CC or VPAT Rental	\$151	\$254	\$240	
Gardens Only	\$195	\$302	\$477	
Additional hours over 4	\$81/hr.	\$81/hr.		
NON-RESIDENT		<u>4hr Flat Rate</u>	<u>4hr Flat Rate</u>	
Gardens w/ Ulatis CC or VPAT Rental	\$199	\$327	\$240	
Gardens Only	\$263	\$393	\$477	
Additional hours over 4	\$81/hr.	\$81/hr.		
Additional Fees		Rate		
Garden Arch	\$50 Flat fee			

THREE OAKS COMMUNITY CENTER

This facility offers five rooms of various sizes for assembly, banquets, meetings and display functions

Parks and Recreation Department
 @ 707-469-4002
 recweb@cityofvacaville.com

Facility	Rate			
Room/Size/Capacity	RESIDENT		NON-RESIDENT or COMMERCIAL	
	M-TH	FR-SU	M-TH	FR-SU
	Per Hour		Per Hour	
Assembly Hall^ (Includes non-commercial kitchen) 64'x58' 350 Standing, 300 Assembly, 250 Dining	\$149	\$182	\$196	\$240
Multi-Purpose Room 52'x52' 200 Standing, 150 Assembly, 100 Dining	\$130	\$167	\$158	\$205
Activity Room* 36'x36' 100 Standing, 70 Assembly, 50 Dining	\$99	\$123	\$129	\$165
Arts & Crafts Room 18'X36' 50 Standing, 40 Assembly, 40 Dining	\$74	\$92	\$98	\$121
* Includes patio(s) ^ Includes stage				
Additional Fees		Rate		
Bar	\$43 Flat fee			
Piano	\$43 Flat fee			

JOHN MCBRIDE SENIOR CENTER

This center offers a divisible area assembly hall and five meeting rooms of various sizes

Parks and Recreation Department

@ 707-469-4002

recweb@cityofvacaville.com

Facility Room/Size/Capacity	Rate			
	RESIDENT		NON-RESIDENT or COMMERCIAL	
	M-TH	FR-SU	M-TH	FR-SU
	5pm-1am	Sa & Su-All Day	5pm-1am	Sa & Su-All Day
	Per Hour		Per Hour	
Assembly Hall C or D 25'x25' 90 Standing, 40 Assembly, 25 Dining	\$68	\$79	\$87	\$106
Assembly Hall A or B^ or C+D 25'x50' 180 Standing, 80 Assembly, 50 Dining	\$81	\$110	\$111	\$142
Assembly Hall A+B^ or B+C+D^ 50'x50' 350 Standing, 160 Assembly, 100 Dining	\$123	\$158	\$159	\$205
Assembly Hall A+B+D^ or A+B+C^ 50'x50' + 25'x25' 450 Standing, 250 Assembly, 125 Dining	\$139	\$176	\$179	\$226
Assembly Hall A+B+C+D^ 75'x50' 500 Standing, 300 Assembly, 200 Dining	\$176	\$188	\$226	\$241
Multi-Purpose Room 1 34'x22' 100 Standing, 60 Assembly, 30 Dining	\$90	\$97	\$117	\$125
Multi-Purpose Room 2 34'x22' 100 Standing, 60 Assembly, 30 Dining	\$90	\$97	\$117	\$125
Multi-Purpose Room 1 + 2 34'x44' 150 Standing, 100 Assembly, 60 Dining	\$123	\$139	\$159	\$179
Multi-Purpose Room 3 29'x32' 90 Standing, 60 Assembly, 30 Dining	\$90	\$97	\$117	\$125
Multi-Purpose Room 4 21'x27' 35 Standing, 20 Assembly, 16 Dining	\$79	\$81	\$106	\$111
Arts & Crafts 18'x30' 35 Standing, 20 Assembly, 16 Dining	\$79	\$81	\$106	\$111
Exercise Room 29'x32' 25 Standing	\$90	\$98	\$117	\$129
Conference Room 20 Seated	\$45	\$53	\$59	\$69
^ Includes small stage				
Additional Fees	Rate			
Commercial Kitchen	\$105 Flat fee for first four hours \$37 For each additional hour			

ADDITIONAL FACILITY FEES

Common provisions that may be applicable to all rental facilities

Parks and Recreation Department
recweb@cityofvacaville.com

Additional Facility Fees		Rate	
ALCOHOL FEE		\$93 Flat Fee	
ADDITIONAL FACILITY ATTENDANT		\$24 per hour per attendant	
INSURANCE Note: Rates are subject to change by carrier.		An insurance policy for at least \$1 million and naming the City of Vacaville as additional insured is required for certain events	
SECURITY (Approximately \$30-\$40 per hour per guard) Note: Rates are subject to change by provider.		Approximately \$30-\$40 per hour per guard. Minimum 2 hours / 2 guards (number of guards based on attendance)	
Facility Capacity:		No. of Guards	
Up to 150		2 Guards	
151 – 250		3 Guards	
251 – 350		4 Guards	
351 – 450		5 Guards	
451 – 550		6 Guards	
551 – 650		7 Guards	
651 – 750		8 Guards	
751 – 850		9 Guards	
851 – 950		10 Guards	
CLEANING/DAMAGE DEPOSIT		Regular Fees	Non-Resident or Commercial
(Ulatis & McBride)	No Alcohol:	\$328	\$328
	Serving Alcohol:	\$469	\$469
	Kitchen Deposit:	\$469	\$469
	No Alcohol & Kitchen:	\$539	\$539
	Alcohol & Kitchen:	\$646	\$646
CLEANING/DAMAGE DEPOSIT		Regular Fees	Non-Resident or Commercial
(Three Oaks)	No Alcohol:	\$469	\$469
	Serving Alcohol:	\$620	\$620
*If violation of "User Regulations" are discovered, you may forfeit all or a portion of your cleaning/security deposit.			
CLEANUP PROCEDURES	If you fail to comply with cleanup procedures, you will forfeit your cleaning/damage deposit. Renter will be billed for additional costs based on severity and labor hours.		
DAMAGES	Renter will be billed and/or the amount taken from their cleaning/damage deposit. Damages will be based upon severity, replacement value and labor hours.		
CANCELLATION	\$40 With 30 day advance notice. Less than 30 days – forfeiture of fees		
NON-PROFIT DISCOUNT	Non-Profits with current 501C3 status may receive a 25% discount on room rental fees. A \$200 deposit is required to reserve facility. Remaining fees due 30 days prior to event. Additional fees such as: Security, Attendants, Insurance and Alcohol surcharge are not discounted.		

GEORGIE DUKE SPORTS CENTER

This 12,600 sq. ft. sports facility may be reserved for recreation uses

Georgie Duke Sports Center & Tennis Courts

@ 707-469-4024

recweb@cityofvacaville.com

Room	Rate	
	RESIDENT	NON-RESIDENT or COMMERCIAL
Gymnasium	\$117 per hour \$686 per day (8 Hr. Max) \$1,375 per weekend (16 Hr. Max)	\$151 per hour \$916 per day (8 Hr. Max) \$1,835 per weekend (16 Hr. Max)
Boxing/Workout Room	\$70 per hour \$442 per day \$786 per weekend	\$94 per hour \$573 per day \$1,018 per weekend
Scoreboard and Operator	\$24 per hour	\$24 per hour
Set-Up	\$19 per hour	\$19 per hour
Cleaning/Damage Deposit	\$324	\$324
Cancellation Fee	\$42	\$42
CLEANUP PROCEDURES	If you fail to comply with cleanup procedures, you will forfeit your cleaning/damage deposit. Renter will be billed for additional costs based on severity and labor hours.	
DAMAGES	Renter will be billed and/or the amount taken from their cleaning/damage deposit. Damages will be based upon severity, replacement value and labor hours.	
NON-PROFIT DISCOUNT	Non-Profits with current 501C3 status may receive a 25% discount on room rental fees. A \$200 deposit is required to reserve facility. Remaining fees due 30 days prior to event. Additional fees such as: Security, Attendants, Insurance and Alcohol surcharge are not discounted.	

PARK & FIELD RENTALS

Various parks and athletic fields may be reserved for group uses

Parks and Recreation Department
Park Rental @ 707 469-4002
Field Rental @ 707 469-4024
Park Rental Fees @ 707 449-6126
recweb@cityofvacaville.com

Description	Rate		
	RESIDENT	NON-RESIDENT or COMMERCIAL	CLEANING DEPOSIT
Pena Adobe Historic Area Picnic Area	\$63 per hour	\$78 per hour	\$168
Pena Adobe Historic Area Pavilion	\$63 per hour	\$78 per hour	\$168
Lagoon Valley Park Picnic Area	\$97 per half day	\$128 per half day	\$168
Lagoon Valley Cross Country Track Meets Annual Prep Fee	\$1,273	\$1,273	
Individual Meet Prep Fee Annual Fee	\$319	\$319	
Lagoon Valley Park Up to 100	\$98	\$129	\$320
101-500	\$389	\$514	\$459
501-1000	\$779	\$903	\$767
1001-1500	\$942	\$1,027	\$1,159
1501-3000	\$1,887	\$2,451	\$1,559
Centennial 5k-10k course (125 people Max; additional	\$98	\$129	\$168
Andrews Park Upper Picnic Area	\$147 per half day	\$195 per half day	\$168
Andrews Park Lower Picnic Area	\$147 per half day	\$195 per half day	\$168
Andrews Park Amphitheatre	\$147 per half day	\$195 per half day	\$168
Arlington Park Picnic Area	\$147 per half day	\$195 per half day	\$168
Magnolia Park Picnic Area A - Vacaville residents only	\$147 per half day		\$168
Magnolia Park Picnic Area B - Vacaville residents only	\$97 per half day		\$168
Magnolia Park Picnic Area C - Vacaville residents only	\$97 per half day		\$168
Alcohol Fee	\$92	\$92	
Tennis Courts Individual –No Charge Subject to Space Available	\$18 per hour per court	\$22 per hour per court	\$54
CANCELLATIONS	In order to receive a full refund, notice must be given 30 days in advance of rental. If notice is given 29-11 days in advance, you will receive a partial refund of 50%. No refund will be offered within 10 days of the rental date. There is a \$40 cancellation fee for all rentals.		

**FIELD RENTAL FEES FOR AL PATCH, ARLINGTON,
LARSEN, CENTENNIAL, KEATING & NELSON PARKS**

**Parks and Recreation Department
@ 707 469-4024
recweb@cityofvacaville.com**

Description	Rate			
	RESIDENT		NON-RESIDENT or COMMERCIAL	
	Per Field		Per Field	
	Hourly	Tournament (8am-5pm)	Hourly	Tournament (8am-5pm)
Fields	\$38	\$296	\$48	\$388
Lights	\$48	\$48	\$48	\$48
Scorekeeper	\$24 per hour			
Facility Attendant	\$24 per hour (All Categories. All Fields)			
Field Prep	\$48 per field			
Cleaning/Damage Deposit	\$288	\$288	\$288	\$288
CANCELLATIONS	In order to receive a full refund, notice must be given 30 days in advance of rental. If notice is given 29-11 days in advance, you will receive a partial refund of 50%. No refund will be offered within 10 days of the rental date. There is a \$40 cancellation fee for all rentals.			
NON-PROFIT DISCOUNT	Non-Profits with current 501C3 status may receive a 25% discount on park and field rental fees. Additional fees such as: Lights, Scorekeeper, Attendant, Parking, Field Prep, Insurance and Cleaning Deposit are not discounted.			

AL PATCH FOOTBALL FIELD

Description	RATE			
	RESIDENT		NON-RESIDENT or COMMERCIAL	
	Per Field		Per Field	
	Hourly	Tournament (8am-5pm)	Hourly	Tournament (8am-5pm)
Fields	\$93 2hr min	\$633	\$123 2hr min	\$824
Lights	\$47	-	\$47	-
Score keeper	N/A			
Facility Attendant	\$19 per hour			
Field Prep	\$48 per field			
Cleaning/Damage Deposit	\$324	\$324	\$324	\$324
NON-PROFIT DISCOUNT	Non-Profits with current 501C3 status may receive a 25% discount on park and field rental fees. Additional fees such as: Lights, Scorekeeper, Attendant, Parking, Field Prep, Insurance and Cleaning/Damage Deposit are not discounted.			

AL PATCH TRACK

Description	Rate			
	RESIDENT		NON-RESIDENT or COMMERCIAL	
	Per Field		Per Field	
	Hourly	Tournament (8am-5pm)	Hourly	Tournament (8am-5pm)
Track	\$51 2hr min	\$416	\$66 2hr min	\$542
Lights	\$47	-	\$47	-
Score keeper	N/A			
Facility Attendant	\$24 per hour			
Field prep	N/A			
Cleaning/Damage Deposit	\$322	\$322	\$322	\$322
NON-PROFIT DISCOUNT	Non-Profits with current 501C3 status may receive a 25% discount on park and field rental fees. Additional fees such as: Lights, Scorekeeper, Attendant, Parking, Field Prep, Insurance and Cleaning/Damage Deposit are not discounted.			

ARLINGTON PARK

Description	Rate			
	RESIDENT		NON-RESIDENT or COMMERCIAL	
	Per Field		Per Field	
	Hourly	Tournament (8am-5pm)	Hourly	Tournament (8am-5pm)
Fields	\$97 2hr. min.	\$656	\$128 2hr. min.	\$854
Lights	N/A			
Score keeper	N/A			
Facility Attendant	\$24 per hour			
Field Prep	N/A			
Cleaning/Damage Deposit	\$322	\$322	\$322	\$322
NON-PROFIT DISCOUNT	Non-Profits with current 501C3 status may receive a 25% discount on park and field rental fees. Additional fees such as: Lights, Scorekeeper, Attendant, Parking, Field Prep, Insurance and Cleaning Deposit are not discounted.			

Al Patch, Arlington, Larsen, Centennial, Keating, Nelson Field Rental Information

- Contracts will be accepted starting March 1 for the current year only and no less than 10 working days prior to event date. (Based on availability)
- 100% of the fees must be paid at the time of reservation.
- All 5k and 10k runs with 100 or less participants will require a facility attendant at the hourly rate.
- Users are required to provide a minimum of \$1 Million Dollars liability insurance, naming the City of Vacaville as additional insured. Liability insurance must specify the Hold Harmless Clause.
- Proof of Insurance must be provided thirty (30) days prior to the event, or the event will be canceled.
- In case of weather conditions or unforeseen circumstances, beyond our control, we will try to reschedule your reservation. If not available or unacceptable to the renter, a refund will be issued.
- Outside groups are not allowed to sell food, beverage or charge parking and/or entry fees without written consent from the City or a Special Event Permit. To submit an application for a special event go to: <https://vacaville.opencounter.com/special-events-portal>
- Outside groups are not allowed to sell food or beverage.
- If intentionally misleading information is provided by the user in the contract or through any other means regarding the nature of the event or the number of participants, the City will immediately cancel the contract and all fees will be forfeited. Additionally, the user will be prohibited from scheduling or using a City field for a period to be determined by the Director of Parks and Recreation.
- In order to receive a full refund, notice must be given 30 days in advance of rental. If notice is given 29-11 days in advance, you will receive a partial refund of 50%. No refund will be offered within 10 days of the rental date. There is a \$40 cancellation fee for all rentals.

CREEKWALK PLAZA AND STAGE

Parks and Recreation Department
@ 707 469-4002

Rental of the CreekWalk Plaza does not include Andrews Park

recweb@cityofvacaville.com

* The CreekWalk Plaza may be rented at the discretion of the Director of Parks and Recreation for approved events consistent with the City of Vacaville’s mission and vision.

Description	Rate	
	RESIDENT	NON-RESIDENT or COMMERCIAL
Plaza (32,000 square feet)	\$454 per 4 hrs	\$585 per 4 hrs
Each Additional Hour	\$136	\$178
Cleaning/Damage Deposit	\$756	\$756
Staff – See Below for rates (All Functions Require Parks and Recreation Support Staff)		
STAGE (36 ft. X 14 ft.)*	\$1,799 Max 8 hrs	\$2,339 Max 8 hrs
Transportation of Stage if Required	\$322 - \$484	
Cleaning/Damage Deposit	\$333	
Staff (All Categories)	\$27 per hour for first staff \$24 per hour for second staff	
Lights	\$182	
NON-PROFIT DISCOUNT	Non-Profits with current 501C3 status may receive a 25% discount on plaza and stage rental fees Additional fees such as: Transportation, Staff, Lights, Insurance and Cleaning Deposit are not discounted.	

\$1M Dollars Insurance Required

Damages -The City will bill renters for damage done to Plaza/Stage, based on severity, replacement value plus labor hour

Additional Stage Rental Requirements/Information

- Stage cannot be moved. Set up or take down of the stage must be completed by 2 Parks and Recreation Staff
- Stage comes with fluorescent lighting
- Stage must be cleaned upon completion of use
- Stage requires 2 attendants for 2 hours set up and 2 hours take down. This is in addition to the day rental.

*not available for rent during the Creekwalk Concert Series Season (June-August)

RECREATION CENTER

This sports facility may be reserved for recreation uses

Parks and Recreation Department

@ 707 469-4002

recweb@cityofvacaville.com

Description		Rate	
		RESIDENT	NON-RESIDENT or COMMERCIAL
Sport Court		\$115 per hour \$686 per day (8 Hr. Max) \$1,374 per weekend (16 Hr. Max)	\$151 per hour \$916 per day (8 Hr. Max) \$1,835 per weekend (16 Hr. Max)
Attendant		\$24 per hour	\$24 per hour
Cleaning/Damage Deposit		\$454	\$454
Cancellation Fee		\$48 (With 30 day notice)	\$48 (With 30 day notice)
DAMAGES	Applicants will be billed and/or the amount taken from the cleaning/damage deposit, for damage(s). Charges will be based upon severity, replacement value and labor hours.		
NON-PROFIT DISCOUNT	Non-Profits with current 501C3 status may receive a 25% discount on facility rental fees. A \$200 deposit is required to reserve facility. Remaining fees due 30 days prior to event. Additional fees such as: Attendant, Insurance and Cleaning Deposit are not discounted.		

WALTER V. GRAHAM AQUATIC CENTER FEES

Parks and Recreation Department

@ 707 469-4024

recweb@cityofvacaville.com

Description	Rate
Per hour (2 hour minimum)	
#1 – Water Activity Area	\$97 plus 2 guards and 1 manager
#2 – Swimming Pool	\$147 plus 3 guards and 1 manager
#3 – Water Slides	\$111 plus 2 guards and 1 manager
#4 – Competition Pool	\$183 plus 3 guards and 1 manager
Pool Area West – 1 + 2 + 3	\$331 plus 8 guards and 1 manager
Pool Area East – 4	\$183 plus 3 guards and 1 manager
Entire Complex – 1 + 2 + 3 + 4	\$514 plus 12 guards and 1 manager
Per Lane	\$18.52 plus 2 guards and 1 manager
Aquatics Staff	
Guard	\$21.50 hourly rate
Manager	\$24.75 hourly rate
BBQ AREA	\$90 flat fee (available during open swim or with pool rental)
Insurance Required	Users are required to provide liability insurance, naming the City of Vacaville as additional insured. Liability insurance must specify the Hold Harmless Clause. Amount will be determined on a case-by-case basis.
Cleaning/Damage Deposit	\$309
Cancellation Policy – 3 or more business days	\$48

PERFORMING ARTS THEATRE

The theater features 483 fixed seats for cultural and assembly events

Parks and Recreation Department

@ 707 469-4015

Description	Rate	
	RESIDENT	NON-RESIDENT
Theatre: Mon. – Thurs Base Rent*	\$1,530 per day	\$1,920 per day
Theatre: Fri. – Sun Base Rent*	\$1,836 per day	\$2,304 per day
% of Gross*	18%	20%
Overtime Rent*	\$281 per hour	\$367 per hour
Lobby	\$214 per rental	\$275 per rental
Patio	\$294 per rental	\$367 per rental
Marquee Sign Posting (2 week min-6 week max)	\$41 per week	\$41 per week
Email Feature Marketing (minimum of 1 feature)	\$25 per rental	\$25 per rental
Rehearsal Hours**	\$79 per hour	\$85 per hour
Technicians***	\$45 per hour	\$45 per hour
House Manager	\$37 per hour	\$37 per hour
Late Booking Fee (within 30 days of event)	\$250 per rental	\$250 per rental
Box Office Change Fee (Post Contract)	\$81 per change	\$81 per change
Ticket Processing for Third Party Discount Sites (Goldstar, Groupon, etc.)	\$135 per performance	\$135 per performance
Box Office Staff	\$34 per hour	\$34 per hour
Box Office/Website Set Up Fee & Maintenance	\$269 per rental	\$269 per rental
Pit	\$275 + labor install/ removal	\$275 + labor install/ removal
Piano Rental	\$149 plus tuning	\$144 plus tuning
Marley Floor	\$162 + labor install/ removal	\$162 + labor install/ removal
Risers	\$17 per unit	\$17 per unit
Orchestra Shell	\$149 + labor	\$149 + labor
Projector A (Front Hitachi - 10,000 lumens)	\$150 first day, \$20/day for 2+	\$150 first day, \$20/day for 2+
Projector B (Short Throw Christie - 20,600 lumens)	\$375 first day, \$20/day for 2+	\$375 first day, \$20/day for 2+
Spotlights	\$57 + labor	\$57 + labor
Moving Light Package (Pre-Programmed)	\$500 first day, \$75/day for 2+	\$500 first day, \$75/day for 2+
Moving Light Package (Custom Programmed)	\$800 first day, \$75/day for 2+	\$800 first day, \$75/day for 2+
Specialty Lighting Effect	\$15 per effect	\$15 per effect
Geysers & Foggers	\$15 per day	\$15 per day
Hazers	\$54 per rental	\$54 per rental
Snow/Fog Machine (liquid not included)	\$143 per rental	\$143 per rental
Ticket Stock	\$0.36 per ticket	\$0.36 per ticket
Expendables (Gaffe tape, gels, paper/pens, etc. if needed)	\$25.00	\$25.00
Janitorial Basic Rate	\$140 minimum for four hours	\$140 minimum for four hours
Preservation & Enhancement Fee (varies depending on ticket price)	\$2.25 per ticket (if <\$40) \$3.25 per ticket (if >\$40)	\$2.25 per ticket (if <\$40) \$3.25 per ticket (if >\$40)
Cleaning Deposit	\$377 per rental	\$377 per rental
Use Deposit****	\$512 per rental	\$512 per rental
NON-PROFIT DISCOUNT	Non-Profits with current 501C3 status may receive a 25% discount on facility rental fees. Labor, Deposits, Equipment and Ticket Stock are not discounted.	

In the case of damage(s): Clients will be billed or the amount will be deducted from the cleaning and use deposit. Charges will be based on severity, replacement value and labor required.

* Rental fees are based on the higher of the base rent or % of gross. Overtime charges apply to all rates after 8 hours.

** Rehearsal rates only apply to Monday – Thursday. Rehearsals scheduled on Friday – Sunday will be charged full peak day

*** Technician overtime is billable at time and a half.

**** The Use Deposit may be waived for returning non-profits.

The City of
Vacaville



***CAPITAL IMPROVEMENT
PROGRAM BUDGET
FY 2024/2025***

City of Vacaville
Fiscal Year 2024/2025 C.I.P. Budget, General Plan Consistency and CEQA Review

Category/Fund Name	Fund Number	Available Funding for FY 2024/2025	FY 2024/2025 CIP Budget	Remaining Balance
Public Buildings and Grounds				
General Fund	1005	\$582,300	\$582,300	\$0
General Facilities Impact Fee	4102	1,324,891	1,324,891	0
Police Impact Fee	4103	469,563	0	469,563
Fire Impact Fee	4104	288,076	0	288,076
Total Public Buildings and Grounds		\$2,664,830	\$1,907,191	\$757,639
Streets, Bridges and Lighting				
Measure M	1002	\$2,150,000	\$2,150,000	\$0
General Fund	1005	100,000	100,000	0
Traffic Impact Fee	4105	5,453,442	5,453,442	0
Housing Funds		100,000	100,000	0
Gas Tax Section 2105	4010	600,334	600,334	0
Gas Tax Section 2106	4011	408,443	408,443	0
Gas Tax SB1	4012	2,557,582	2,557,582	0
Gas Tax Section 2103	4014	925,216	925,216	0
Grant Funds		130,000	130,000	0
Total Streets, Bridges and Lighting		\$12,425,017	\$12,425,017	\$0
Open Space and Storm Drainage				
General Fund	1005	\$150,000	\$150,000	\$0
Open Space Preservation	4101	868,838	868,838	0
Storm Drain Detention	4113	653,795	653,795	0
Storm Drain Conveyance	4114	166,860	166,860	0
Total Storm Drain System		\$1,839,493	\$1,839,493	\$0
Parks and Recreation				
Measure M	1002	\$2,253,340	\$2,253,340	\$0
Park and Recreation Impact Fee	4100	858,587	858,587	0
Total Parks and Recreation		\$3,111,927	\$3,111,927	\$0
Sewer Utility System				
Sewer Facilities Rehabilitation	5002	\$1,125,000	\$1,125,000	\$0
Sewer Major Replacement	5003	1,834,858	1,834,858	0
Sewer Impact Fee	5004	395,424	350,000	45,424
Total Sewer Utility System		\$3,355,282	\$3,309,858	\$45,424
Water Utility System				
Water Facilities Rehabilitation	5102	\$649,623	\$649,623	\$0
Water Major Replacement	5103	520,962	520,962	0
Water Development Impact Fee	5110	7,178,762	7,178,762	0
Total Water Utility System		\$8,349,347	\$8,349,347	\$0
Total CIP Budget for Fiscal Year 2024/2025		\$31,745,896	\$30,942,833	\$803,063

City of Vacaville
FY 2024/2025 CIP Budget, General Plan Consistency and CEQA Review
Public Buildings and Grounds

	General Fund 1005	General Facilities 4102	Police Impact* 4103	Fire Impact* 4104	Total
Fund Balance		\$1,806,524	\$2,137,590	\$458,562	\$4,402,676
Prior Budget Commitments		(\$481,633)	(\$1,668,027)	(\$70,486)	(\$2,220,146)
Other Budget Commitments				(\$100,000)	(\$100,000)
Other Revenue	\$582,300				\$582,300
Available Funding for FY 2024/2025	\$582,300	\$1,324,891	\$469,563	\$288,076	\$2,664,830

Project No.	Project Name/Description/General Plan/Environmental Assessment	Budget	Budget	Budget	Budget	Total
1	Ulatis Cultural Center Improvements Description: This budget provides partial funding to replace the old and aging facilities at the Ulatis Cultural Center, such as accordion walls, kitchen grill, portable stage, and sound system. Work also includes supplying electrical power and connections in garden area. This appropriation brings the total budget to \$131,000. General Plan Consistency: This project is consistent with the Parks and Recreation Element which identifies the need for special purpose facilities such as the Ulatis Cultural Center. Environmental Assessment Status: This project is categorically exempt from CEQA under Section 15301, maintenance and repair of existing facilities. (CIP Account #810353) Contact: GeorgeAnne Meggers-Smith, Interim Director of Parks and Recreation	\$40,000				\$40,000
2	Vacaville Performing Arts Theatre Improvements Description: This budget provides partial funding for improvements to the Vacaville Performing Arts Theatre, including a hydraulic fire curtain, replacement of the stage floor and orchestra shell, a short throw rear projector, array speakers with rigging, and upgrading the LED down lights and moving lights. This appropriation brings the total budget to \$150,000. General Plan Consistency: This project is consistent with the Parks and Recreation Element Goal PR-1 to develop and maintain a high-quality public park system that provides varied recreational opportunities for City residents, workers, and visitors. Environmental Assessment Status: This project is categorically exempt from CEQA under Section 15301, maintenance and repair of existing facilities. (CIP Account #810355) Contact: GeorgeAnne Meggers-Smith, Interim Director of Parks and Recreation	\$75,000				\$75,000

City of Vacaville
FY 2024/2025 CIP Budget, General Plan Consistency and CEQA Review
Public Buildings and Grounds

	General Fund 1005	General Facilities 4102	Police Impact* 4103	Fire Impact* 4104	Total
Fund Balance		\$1,806,524	\$2,137,590	\$458,562	\$4,402,676
Prior Budget Commitments		(\$481,633)	(\$1,668,027)	(\$70,486)	(\$2,220,146)
Other Budget Commitments				(\$100,000)	(\$100,000)
Other Revenue	\$582,300				\$582,300
Available Funding for FY 2024/2025	\$582,300	\$1,324,891	\$469,563	\$288,076	\$2,664,830

Project No.	Project Name/Description/General Plan/Environmental Assessment	Budget	Budget	Budget	Budget	Total
3	PW Office Safety and Tenant Improvements Description: This budget provides partial funding for improvements to the Public Works office space which are primarily driven by employee safety concerns due to unrestricted access issues in and around Public Works spaces; this project will provide those much-needed safety and office space tenant improvements. This appropriation brings the total budget to \$1,727,556. General Plan Consistency: This project is consistent with Public Facilities and Services Element Goal PUB-5 to build and maintain public buildings that are a source of civic pride for all residents. Environmental Assessment Status: This project is categorically exempt from CEQA under Section 15301, maintenance and repair of existing facilities. (CIP Account #810362) Contact: Brian Oxley, Assistant Director of Public Works		\$1,237,556			\$1,237,556
4	Fire Station Security Description: This budget provides funding to install electronic security gates and electronic key card doors at the various fire stations within the City. This appropriation brings the total budget to \$1,392,200. General Plan Consistency: This project is consistent with Public Facilities Element Goal PUB-1 to provide adequate fire and emergency services to serve existing and new development. Environmental Assessment Status: This project is exempt from CEQA under Section 15301, existing facilities. (CIP Account #810344) Contact: Kris Concepcion, Fire Chief	\$467,300				\$467,300

City of Vacaville
FY 2024/2025 CIP Budget, General Plan Consistency and CEQA Review
Public Buildings and Grounds

	General Fund 1005	General Facilities 4102	Police Impact* 4103	Fire Impact* 4104	Total
Fund Balance		\$1,806,524	\$2,137,590	\$458,562	\$4,402,676
Prior Budget Commitments		(\$481,633)	(\$1,668,027)	(\$70,486)	(\$2,220,146)
Other Budget Commitments				(\$100,000)	(\$100,000)
Other Revenue	\$582,300				\$582,300
Available Funding for FY 2024/2025	\$582,300	\$1,324,891	\$469,563	\$288,076	\$2,664,830

Project No.	Project Name/Description/General Plan/Environmental Assessment	Budget	Budget	Budget	Budget	Total
5	Human Resources Remodel Description: This budget provides initial funding to hire a design consultant to finalize scope, prepare preliminary plans, and provide a construction estimate for remodeling within the Human Resources Department to accommodate staff growth. Once the scope and project estimate are prepared, staff will request funding for the design and construction of the project. General Plan Consistency: This project is consistent with the Public Facilities and Services Element Goal PUB-5 to build and maintain public buildings that are a source of civic pride for all residents. Environmental Assessment Status: This is categorically exempt from CEQA under Section 15301, maintenance and repair of existing facilities. CIP Account: New Contact: Jessica Bowes, Director of Human Resources		\$75,000			\$75,000
6	2024 Development Fee Impact Update Description: This budget provides funding for the update of the Citywide Development Impact Fee. General Plan Consistency: This activity is consistent with the Public Facilities Element of the Vacaville General Plan. Environmental Assessment Status: This activity is not a "project" under CEQA. However, CEQA review will occur concurrent with consideration of fee revisions. (CIP Account # 810366) Contact: Gwen Owens, Deputy Director of Public Works		\$12,335			\$12,335
Total Budget: Public Buildings and Grounds-Impact Fees		\$582,300	\$1,324,891	\$0	\$0	\$1,907,191
Difference between estimated funding available and proposed budget		\$0	\$0	\$469,563	\$288,076	\$757,639

* No projects budgeted for this year.

City of Vacaville
FY 2024/2025 CIP Budget, General Plan Consistency and CEQA Review
Streets, Bridges and Lighting

	Measure M 1002	General Fund 1005	Traffic Impact Fee 4105	Housing Funds	Total
Fund Balance			\$39,040,023		\$39,040,023
Prior Budget Commitments			(\$33,248,989)		(\$33,248,989)
Other Budget Commitments			(\$337,592)		(\$337,592)
Other Revenue	\$2,150,000	\$100,000		\$100,000	\$2,350,000
Available Funding for FY 2024/2025	\$2,150,000	\$100,000	\$5,453,442	\$100,000	\$7,803,442

Project No.	Project Name/Description/General Plan/Environmental Assessment	Budget	Budget	Budget	Budget	Total
7	<p>Vacaville Social Services Center ADA Ramp</p> <p>Description: The Department of Housing and Urban Development (HUD) conducted an on-site monitoring and limited physical accessibility survey on September 10, 2019, which identified barriers that need to be addressed to ensure compliance with Section 504 requirements. The project will construct a new ADA accessible ramp (including railings) from the sidewalk on Buck Avenue to the Vacaville Social Services Center office public entrance.</p> <p>General Plan Consistency: This project is consistent with Transportation Element Goal TR-11 to address all barriers for people with disabilities and to ensure safe and convenient pedestrian paths to public facilities.</p> <p>Environmental Assessment Status: This project is categorically exempt from CEQA under Section 15301, maintenance and repair of existing facilities.</p> <p>CIP Account: New Contact: Emily Cantu, Director of Housing and Community Services</p>				\$100,000	\$100,000
8	<p>Measure M - Street Maintenance Program</p> <p>Description: This project provides funding for the street rehabilitation program in order to catch up from the number of years street maintenance was deferred. Funding will be used for Slurry Seal, Pavement Rehabilitation, and Asphalt Concrete Overlay projects.</p> <p>General Plan Consistency: This activity is consistent with the General Plan Transportation Element by maintaining existing streets and roads for transportation and the safe movement of goods and services.</p> <p>Environmental Assessment Status: Most street maintenance activities will be exempt from CEQA (Section 15301) as the repair and maintenance of existing facilities.</p> <p>(CIP Account #820323) Contact: Brian Oxley, Assistant Director of Public Works</p>	\$2,000,000				\$2,000,000

City of Vacaville
FY 2024/2025 CIP Budget, General Plan Consistency and CEQA Review
Streets, Bridges and Lighting

		Measure M 1002	General Fund 1005	Traffic Impact Fee 4105	Housing Funds	Total
Fund Balance				\$39,040,023		\$39,040,023
Prior Budget Commitments				(\$33,248,989)		(\$33,248,989)
Other Budget Commitments				(\$337,592)		(\$337,592)
Other Revenue		\$2,150,000	\$100,000		\$100,000	\$2,350,000
Available Funding for FY 2024/2025		\$2,150,000	\$100,000	\$5,453,442	\$100,000	\$7,803,442
Project No.	Project Name/Description/General Plan/Environmental Assessment	Budget	Budget	Budget	Budget	Total
9	Araquipa Court Pedestrian Bridge Description: This budget provides partial additional funding to continue the design for the replacement of the pedestrian bridge over Alamo Creek, along with associated path and creekbank repairs damaged by storms in 2017. General Plan Consistency: This activity is consistent with the Safety and Public Facilities Elements of the Vacaville General Plan. Environmental Assessment Status: A Notice of Exemption has been filed with Solano County to comply with CEQA requirements. The project has acquired all necessary permits from US Army Corps, Water Quality Control Board CA Dept of Fish and Wildlife. (CIP Account #201710) Contact: Brian Oxley, Assistant Director of Public Works		\$100,000			\$100,000
10	Browns Valley Parkway Widening Description: This budget provides partial funding for the widening of Browns Valley Parkway from Vaca Valley Parkway to south of Allison Drive from 2 lanes to 4 lanes with a raised median and protected turn pockets. The project will also include traffic signal modifications, relocation of utilities, acquisition of right-of-way, drainage improvements, street lighting, and landscaping. This appropriation brings the total budget to \$10,173,234. General Plan Consistency: The widening of Browns Valley Parkway implements a component of the transportation improvements listed in the City's General Plan. The project remains as a component of the baseline transportation assumptions for the General Plan update. Environmental Assessment Status: This activity is a project under CEQA. Environmental review will occur when the project is more clearly defined. (CIP Account #820289) Contact: Brian Oxley, Assistant Director of Public Works			\$5,053,442		\$5,053,442

City of Vacaville
FY 2024/2025 CIP Budget, General Plan Consistency and CEQA Review
Streets, Bridges and Lighting

		Measure M 1002	General Fund 1005	Traffic Impact Fee 4105	Housing Funds	Total
Fund Balance				\$39,040,023		\$39,040,023
Prior Budget Commitments				(\$33,248,989)		(\$33,248,989)
Other Budget Commitments				(\$337,592)		(\$337,592)
Other Revenue		\$2,150,000	\$100,000		\$100,000	\$2,350,000
Available Funding for FY 2024/2025		\$2,150,000	\$100,000	\$5,453,442	\$100,000	\$7,803,442
Project No.	Project Name/Description/General Plan/Environmental Assessment	Budget	Budget	Budget	Budget	Total
11	Ulatis Creek Bank Emergency Repairs Description: This project provides initial funding to hire a design consultant to finalize scope, prepare preliminary plans, and provide a construction estimate for assessing Area 2 and Area 3 repairs required due to creek bank erosion in the Ulatis Creek channel in downtown Vacaville adjacent to and within Andrews Park and Main Street. Once the scope and project estimate for Areas 2 and 3 are prepared, staff will request funding for the design and construction of the project. General Plan Consistency: This project is consistent with the Safety Element of the Vacaville General Plan. Environmental Assessment Status: This project is subject to environmental review under CEQA. A determination would be made once final project designs are prepared for review. (CIP Account #820333) Contact: Brian Oxley, Assistant Director of Public Works	\$150,000				\$150,000
12	City Standard Drawings and Specifications Update Description: This budget provides supplemental funding for ongoing updates to the City of Vacaville Standard Plans and Specifications. General Plan Consistency: This activity is consistent with the Transportation Element of the Vacaville General Plan. Environmental Assessment Status: This activity is not a project under CEQA; no environmental review is required. (CIP Account #810138) Contact: Brian Oxley, Assistant Director of Public Works			\$200,000		\$200,000

City of Vacaville
FY 2024/2025 CIP Budget, General Plan Consistency and CEQA Review
Streets, Bridges and Lighting

		Measure M 1002	General Fund 1005	Traffic Impact Fee 4105	Housing Funds	Total
Fund Balance				\$39,040,023		\$39,040,023
Prior Budget Commitments				(\$33,248,989)		(\$33,248,989)
Other Budget Commitments				(\$337,592)		(\$337,592)
Other Revenue		\$2,150,000	\$100,000		\$100,000	\$2,350,000
Available Funding for FY 2024/2025		\$2,150,000	\$100,000	\$5,453,442	\$100,000	\$7,803,442
Project No.	Project Name/Description/General Plan/Environmental Assessment	Budget	Budget	Budget	Budget	Total
13	Ulatis Creek Bike Path Extension Description: This budget provides initial funding for the extension of the Ulatis Creek Bike Path between Allison Drive and the Downtown Area along the northern edge of Ulatis Creek. This appropriation brings the total budget to \$300,000. General Plan Consistency: This project is consistent with the General Plan Transportation Element Figure TR-2 and policies in Goals TR-8 and TR-9, calling for the development of safe, pleasant, and convenient pedestrian and bike paths, and a complete network of paths and trails. The project is consistent with General Plan Park & Recreation Element figure PR-2, accessible open space along the creek corridor. Environmental Assessment Status: This project is subject to CEQA and would be evaluated with an Initial Study once design plans are prepared. The project may involve impacts to biological resources, wetlands, and water quality. (CIP Account #820350) Contact: Brian Oxley, Assistant Director of Public Works			\$200,000		\$200,000
Total Budget: Streets, Bridges and Lighting		\$2,150,000	\$100,000	\$5,453,442	\$100,000	\$7,803,442
Difference between estimated funding available and proposed budget		\$0	\$0	\$0	\$0	\$0

City of Vacaville
FY 2024/2025 CIP Budget, General Plan Consistency and CEQA Review
Streets, Bridges, and Lighting-Gas Tax and Grants

		Gas Tax 4010	Gas Tax 4011	Gas Tax 4012	Gas Tax 4014	Grant Funds	Total
Fund Balance		\$1,595,375	\$1,550,969	\$5,490,930	\$2,870,707		\$11,507,981
Prior Budget Commitments		(\$962,197)	(\$1,142,526)	(\$2,933,348)	(\$1,945,491)		(\$6,983,562)
Other Budget Commitments		(\$32,844)					(\$32,844)
Other Revenue						\$130,000	\$130,000
Available Funding for FY 2024/2025		\$600,334	\$408,443	\$2,557,582	\$925,216	\$130,000	\$4,621,575
Project No.	Project Name/Description/General Plan/Environmental Assessment	Budget	Budget	Budget	Budget	Budget	Total
14	Street Resurfacing and Rehabilitation Description: This budget provides funding for maintenance preparation, design, and construction for resurfacing various City streets with asphalt concrete and slurry seal. General Plan Consistency: This activity is consistent with the Transportation Element of the Vacaville General Plan. Environmental Assessment Status: This activity is a project under CEQA; however, it qualifies as a Class 1 Categorical Exemption under §15301 (c) of CEQA Guidelines. (CIP Account #820076) Contact: Brian Oxley, Assistant Director of Public Works	\$450,334	\$358,443				\$808,777
15	Street Resurfacing and Rehabilitation (Sect 2103) Description: This budget provides funding for maintenance preparation, design, and construction for resurfacing various City streets with asphalt concrete and slurry seal. General Plan Consistency: This activity is consistent with the Transportation Element of the Vacaville General Plan. Environmental Assessment Status: This activity is a project under CEQA; however, it qualifies as a Class 1 Categorical Exemption under §15301 (c) of CEQA Guidelines. (CIP Account #820291) Contact: Brian Oxley, Assistant Director of Public Works				\$925,216		\$925,216

City of Vacaville
FY 2024/2025 CIP Budget, General Plan Consistency and CEQA Review
Streets, Bridges, and Lighting-Gas Tax and Grants

		Gas Tax 4010	Gas Tax 4011	Gas Tax 4012	Gas Tax 4014	Grant Funds	Total
Fund Balance		\$1,595,375	\$1,550,969	\$5,490,930	\$2,870,707		\$11,507,981
Prior Budget Commitments		(\$962,197)	(\$1,142,526)	(\$2,933,348)	(\$1,945,491)		(\$6,983,562)
Other Budget Commitments		(\$32,844)					(\$32,844)
Other Revenue						\$130,000	\$130,000
Available Funding for FY 2024/2025		\$600,334	\$408,443	\$2,557,582	\$925,216	\$130,000	\$4,621,575
Project No.	Project Name/Description/General Plan/Environmental Assessment	Budget	Budget	Budget	Budget	Budget	Total
16	ADA Right-of-Way Improvements Description: These are set aside funds for the removal and replacement of non-ADA compliant pedestrian facilities within the public right-of-way, such as the installation of curb ramps. General Plan Consistency: This activity is consistent with the Transportation Element of the Vacaville General Plan. Environmental Assessment Status: This activity is a project under CEQA; however, it qualifies as a Class 1 Categorical Exemption under §15301 (c) of CEQA Guidelines. (CIP Account #820235) Contact: Samantha Brown, PW Program Manager		\$50,000				\$50,000
17	Road Repair and Accountability Act (SB1) Description: This budget provides funding for maintenance preparation, design, and construction for resurfacing various City streets with asphalt concrete and slurry seal. General Plan Consistency: This activity is consistent with the Transportation Element of the Vacaville General Plan. Environmental Assessment Status: This activity is a project under CEQA; however, it qualifies as a Class 1 Categorical Exemption under §15301 (c) of CEQA Guidelines. (CIP Account #820319) Contact: Brian Oxley, Assistant Director of Public Works			\$2,557,582			\$2,557,582

City of Vacaville
FY 2024/2025 CIP Budget, General Plan Consistency and CEQA Review
Streets, Bridges, and Lighting-Gas Tax and Grants

		Gas Tax 4010	Gas Tax 4011	Gas Tax 4012	Gas Tax 4014	Grant Funds	Total
Fund Balance		\$1,595,375	\$1,550,969	\$5,490,930	\$2,870,707		\$11,507,981
Prior Budget Commitments		(\$962,197)	(\$1,142,526)	(\$2,933,348)	(\$1,945,491)		(\$6,983,562)
Other Budget Commitments		(\$32,844)					(\$32,844)
Other Revenue						\$130,000	\$130,000
Available Funding for FY 2024/2025		\$600,334	\$408,443	\$2,557,582	\$925,216	\$130,000	\$4,621,575
Project No.	Project Name/Description/General Plan/Environmental Assessment	Budget	Budget	Budget	Budget	Budget	Total
18	2024 Slurry Seal Description: This budget provides funding for the installation of high visibility crosswalk, stop bars, and other miscellaneous striping in the vicinity of the following schools: Alamo Elementary, Cooper Elementary, Markham Elementary, and Vaca Pena Middle School. The striping will be performed in conjunction with the 2024 Slurry Seal project. The 2024 Slurry Seal Project provides preventative pavement maintenance in the form of slurry seal and micro-surface on streets in the following areas: the neighborhood bounded by Elmira Road, Nut Tree Road, Interstate 80, and Leisure Town Road; Browns Valley Road between East Monte Vista Avenue and Allison Drive; Midway Road from Hartley Road to 1,400 feet east of Interstate 505, and Nut Tree Road from Marshall Road to Alamo Drive. In addition, fifteen alleys in the downtown area will receive a micro-surface treatment. General Plan Consistency: This activity is consistent with the Transportation Element of the Vacaville General Plan. Environmental Assessment Status: This activity is a project under CEQA; however, it qualifies as a Class 1 Categorical Exemption under §15301 (c) of CEQA Guidelines. (CIP Account #820367) Contact: Brian Oxley, Assistant Director of Public Works					\$130,000	\$130,000

City of Vacaville
FY 2024/2025 CIP Budget, General Plan Consistency and CEQA Review
Streets, Bridges, and Lighting-Gas Tax and Grants

		Gas Tax 4010	Gas Tax 4011	Gas Tax 4012	Gas Tax 4014	Grant Funds	Total
Fund Balance		\$1,595,375	\$1,550,969	\$5,490,930	\$2,870,707		\$11,507,981
Prior Budget Commitments		(\$962,197)	(\$1,142,526)	(\$2,933,348)	(\$1,945,491)		(\$6,983,562)
Other Budget Commitments		(\$32,844)					(\$32,844)
Other Revenue						\$130,000	\$130,000
Available Funding for FY 2024/2025		\$600,334	\$408,443	\$2,557,582	\$925,216	\$130,000	\$4,621,575
Project No.	Project Name/Description/General Plan/Environmental Assessment	Budget	Budget	Budget	Budget	Budget	Total
19	Traffic Signal Master Account	\$150,000					\$150,000
	<p>Description: This budget provides funding for the replacement and upgrades of traffic signal components and systems to operate effectively.</p> <p>General Plan Consistency: This project is consistent with Goal TR-A5.2 of the Transportation Element, which requires the City to improve circulation facilities to maintain traffic safety.</p> <p>Environmental Assessment Status: This project is categorically exempt from CEQA under Section 15301, maintenance and repair of existing facilities.</p> <p>CIP Account: New Contact: Gwen Owens, Deputy Director of Public Works</p>						
Total Budget: Streets, Bridges, and Lighting-Gas Tax		\$600,334	\$408,443	\$2,557,582	\$925,216	\$130,000	\$4,621,575
Difference between estimated funding available and proposed budget		\$0	\$0	\$0	\$0	\$0	\$0

City of Vacaville
FY 2024/2025 CIP Budget, General Plan Consistency and CEQA Review
Open Space and Storm Drainage

	General Fund 1005	Open Space Preservation 4101	Storm Drain Detention 4113	Storm Drain Conveyance 4114	Total
Fund Balance		\$1,200,231	\$879,743	\$1,367,315	\$3,447,289
Prior Budget Commitments	\$150,000	(\$331,393)	(\$225,948)	(\$1,200,455)	(\$1,607,796)
Other Budget Commitments					\$0
Other Revenue					\$0
Available Funding for FY 2024/2025	\$150,000	\$868,838	\$653,795	\$166,860	\$1,839,493

Project No.	Project Name/Description/General Plan/Environmental Assessment	Budget	Budget	Budget	Budget	Total
20	Rancho Lagunitas Detention Basin Phase II			\$638,030		\$638,030

Description: This budget provides funding for phase 2 of the Rancho Lagunitas Detention Basin. This project would expand the basin to a storm water detention capacity of approximately 200 acre-feet which would significantly decrease the potential of downstream creekbank breakouts (flooding). This project would include the realignment of the basin inlet further south to take advantage of greater creek flow head elevation, expansion of the basin to the south via a detention basin berm design, installation of a seasonal wetland, expansion of the basin further eastward, and conforming to the adjacent hillside. The existing pedestrian walking path around the basin will be reconstructed and will also include trail access to ADA standards. Finally, a remnant creek channel within the basin will be reactivated to further enhance the former ecology of the site.

General Plan Consistency: This project is consistent with Safety Element SAF-P2.1 for the City to maintain storm drainage infrastructure in good condition to minimize flood and safety hazards. The project is also consistent with Parks and Recreation Element PR-7 to provide parks and recreation systems that are accessible to people of all abilities.

Environmental Assessment Status: This project is subject to CEQA evaluation of any potential effects to biological resources. A determination would be made at the time project design plans are developed.

CIP Account: **New**
 Contact: Brian McLean, Director of Public Works

City of Vacaville
FY 2024/2025 CIP Budget, General Plan Consistency and CEQA Review
Open Space and Storm Drainage

		General Fund 1005	Open Space Preservation 4101	Storm Drain Detention 4113	Storm Drain Conveyance 4114	Total
Fund Balance			\$1,200,231	\$879,743	\$1,367,315	\$3,447,289
Prior Budget Commitments		\$150,000	(\$331,393)	(\$225,948)	(\$1,200,455)	(\$1,607,796)
Other Budget Commitments						\$0
Other Revenue						\$0
Available Funding for FY 2024/2025		\$150,000	\$868,838	\$653,795	\$166,860	\$1,839,493
Project No.	Project Name/Description/General Plan/Environmental Assessment	Budget	Budget	Budget	Budget	Total
21	Alamo Creek Bank Stabilization (Southside Basin) Description: This budget provides initial funding to hire a design consultant to finalize scope, prepare preliminary plans, and provide a construction estimate for the necessary improvements for repairing and stabilizing the creek bank to reduce erosion of Alamo Creek (adjacent to the Southside Detention Basin). These improvements are needed to prevent damage to the City's bike path and protect private property due to recent creek bank failure. Once the scope and project estimate are prepared, staff will request funding for the design and construction of the project. General Plan Consistency: This project is consistent with Safety Element SAF-P2.5 to maintain open areas needed to retain stormwater and prevent flooding of land. In addition, the project is consistent with Transportation Element Goal TR-10 to improve and prevent damage of bike paths. Environmental Assessment Status: This project is exempt from CEQA under Section 15304, minor alterations to land involving installation of landscaping and minor changes to topography. CIP Account: New Contact: Jacob Allred, Assistant Director of Public Works Maintenance	\$150,000				\$150,000
22	Caliguri Open Space Access Description: The Caliguri Open Space is separated from the west end of McMurtry Lane by Knoll Creek. The open space is not currently accessible from McMurtry Lane. This project will construct a driveway across the drainage canal for pedestrian, maintenance, and vehicle/fire department access. The project will also construct any required fencing between open space and private property. This appropriation brings the total budget to \$584,419. General Plan Consistency: This activity is consistent with the Public Facilities and Services Element of the General Plan. Environmental Assessment Status: A determination as to the appropriate environmental assessment for this project will be made once the scope of the project is identified. (CIP Account # 830047) Contact: Brian Oxley, Assistant Director of Public Works		\$434,419			\$434,419

City of Vacaville
FY 2024/2025 CIP Budget, General Plan Consistency and CEQA Review
Open Space and Storm Drainage

	General Fund 1005	Open Space Preservation 4101	Storm Drain Detention 4113	Storm Drain Conveyance 4114	Total
Fund Balance		\$1,200,231	\$879,743	\$1,367,315	\$3,447,289
Prior Budget Commitments	\$150,000	(\$331,393)	(\$225,948)	(\$1,200,455)	(\$1,607,796)
Other Budget Commitments					\$0
Other Revenue					\$0
Available Funding for FY 2024/2025	\$150,000	\$868,838	\$653,795	\$166,860	\$1,839,493

Project No.	Project Name/Description/General Plan/Environmental Assessment	Budget	Budget	Budget	Budget	Total
23	Pleasants Valley Open Space Description: This project provides funding to add open space amenities such as walking trails around the City's Pleasants Valley detention basins. This appropriation brings the total budget to \$634,419. General Plan Consistency: This project is located in unincorporated Solano County and is consistent with the County General Plan by providing incidental recreational use of a flood control facility. The project is consistent with the City General Plan, Safety Element, Figure SAF-5 and policies under Goals SAF-2 and Park & Recreation Element Goals PR-1 and PR-4 to provide varied recreational opportunities to the community and engage in coordinated park planning efforts. Environmental Assessment Status: This project was evaluated in the City's Alamo Creek and Ulatis Creek Detention Basins EIR. Updated analysis of specific designs for parking areas and trails will be prepared when final plans are developed, and if no significant revisions are proposed, the project would require no further environmental review. (CIP Account # 830048) Contact: Brian Oxley, Assistant Director of Public Works		\$434,419			\$434,419
24	Storm Drain Upgrade Program Description: These are set aside funds for channel improvements and storm drain upsizing as it relates to new development. General Plan Consistency: This activity is consistent with the Safety & Public Facilities Elements of the Vacaville General Plan. Environmental Assessment Status: This activity is a "project" under CEQA. Further environmental review will occur as projects are identified and more clearly defined. (CIP Account # 830023) Contact: Brian Oxley, Assistant Director of Public Works				\$166,860	\$166,860

City of Vacaville
FY 2024/2025 CIP Budget, General Plan Consistency and CEQA Review
Open Space and Storm Drainage

	General Fund 1005	Open Space Preservation 4101	Storm Drain Detention 4113	Storm Drain Conveyance 4114	Total
Fund Balance		\$1,200,231	\$879,743	\$1,367,315	\$3,447,289
Prior Budget Commitments	\$150,000	(\$331,393)	(\$225,948)	(\$1,200,455)	(\$1,607,796)
Other Budget Commitments					\$0
Other Revenue					\$0
Available Funding for FY 2024/2025	\$150,000	\$868,838	\$653,795	\$166,860	\$1,839,493
Project					
No. Project Name/Description/General Plan/Environmental Assessment	Budget	Budget	Budget	Budget	Total
25 2024 Development Fee Impact Update			\$15,765		\$15,765
<p>Description: This budget provides funding for the update of the Citywide Development Impact Fee.</p> <p>General Plan Consistency: This activity is consistent with the Public Facilities Element of the Vacaville General Plan.</p> <p>Environmental Assessment Status: This activity is not a "project" under CEQA. However, CEQA review will occur concurrent with consideration of fee revisions.</p> <p>(CIP Account # 810366) Contact: Gwen Owens, Deputy Director of Public Works</p>					
Total Budget: Open Space and Storm Drainage	\$150,000	\$868,838	\$653,795	\$166,860	\$1,839,493
Difference between estimated funding available and proposed budget	\$0	\$0	\$0	\$0	\$0

City of Vacaville
FY 2024/2025 CIP Budget, General Plan Consistency and CEQA Review
Parks and Recreation

	Measure M 1002	Park & Recreation DIF 4100	Total
Fund Balance		\$10,815,604	\$10,815,604
Prior Budget Commitments		(\$9,830,535)	(\$9,830,535)
Other Budget Commitments		(\$126,482)	(\$126,482)
Other Revenue	\$2,253,340		\$2,253,340
Available Funding for FY 2024/2025	<u>\$2,253,340</u>	<u>\$858,587</u>	<u>\$3,111,927</u>

Project No.	Project Name/Description/General Plan/Environmental Assessment	Budget	Budget	Budget
26	Roberts Ranch Community Park Description: This budget provides partial funding to reimburse the Developer of the Roberts Ranch subdivision to construct community park facilities located at the eastern edge of the subdivision. This appropriation brings the total budget to \$2,003,028. General Plan Consistency: This project is consistent with General Plan Parks and Recreation Element Policy PR-P1.1 and the Parks and Recreation Master Plan. Environmental Assessment Status: This project is within the scope of the Roberts Ranch EIR and is not subject to additional environmental review. (CIP Account # 840156) Contact: GeorgeAnne Meggers-Smith, Interim Director of Parks and Recreation		\$299,307	\$299,307
27	Parks Beautification Description: This budget provides funding for upgrades or rehabilitation of park facilities such as trails, parking lots, playgrounds, landscaping, irrigation, and other park amenities for the City's existing neighborhood and community parks. General Plan Consistency: This activity is consistent with the General Plan, Parks and Recreation Element Goal PR-1, to develop and maintain a high quality public park system. Environmental Assessment Status: Each individual project will be subject to CEQA review by the Community Development Department at the time of project design and approval. Most rehabilitation projects anticipated under this item would be Categorically Exempt from the provisions of CEQA as maintenance of existing facilities or minor alterations of existing facilities. (CIP Account # 840111) Contact: Jacob Allred, Assistant Director of Public Works	\$225,000		\$225,000

City of Vacaville
FY 2024/2025 CIP Budget, General Plan Consistency and CEQA Review
Parks and Recreation

	Measure M 1002	Park & Recreation DIF 4100	Total
Fund Balance		\$10,815,604	\$10,815,604
Prior Budget Commitments		(\$9,830,535)	(\$9,830,535)
Other Budget Commitments		(\$126,482)	(\$126,482)
Other Revenue	\$2,253,340		\$2,253,340
Available Funding for FY 2024/2025	<u>\$2,253,340</u>	<u>\$858,587</u>	<u>\$3,111,927</u>

Project No.	Project Name/Description/General Plan/Environmental Assessment	Budget	Budget	Budget
28	2024 Development Fee Impact Update Description: This budget provides funding for the update of the Citywide Development Impact Fee. General Plan Consistency: This activity is consistent with the Public Facilities Element of the Vacaville General Plan. Environmental Assessment Status: This activity is not a "project" under CEQA. However, CEQA review will occur concurrent with consideration of fee revisions. (CIP Account # 810366) Contact: Gwen Owens, Deputy Director of Public Works		\$3,624	\$3,624
29	Vanden Meadows Neighborhood Park Description: This budget provides partial funding for the master planning, design, and construction of a new neighborhood park in the Vanden Meadows area bounded by Nut Tree Road, Jackson Road, and Bailyann Place. This appropriation brings the total budget to \$2,737,047. General Plan Consistency: This project is consistent with the Land Use Element and the Parks and Recreation Element of the Vacaville General Plan. Environmental Assessment Status: This project is part of the Vanden Meadows Development Project that was analyzed in the Vanden Meadow Specific Plan and Development Project EIR. Therefore, the park project can reaffirm the Vanden Meadows EIR. (CIP Account #840145) Contact: GeorgeAnne Meggers-Smith, Interim Director of Parks and Recreation		\$555,656	\$555,656

City of Vacaville
FY 2024/2025 CIP Budget, General Plan Consistency and CEQA Review
Parks and Recreation

		Measure M 1002	Park & Recreation DIF 4100	Total
Fund Balance			\$10,815,604	\$10,815,604
Prior Budget Commitments			(\$9,830,535)	(\$9,830,535)
Other Budget Commitments			(\$126,482)	(\$126,482)
Other Revenue		\$2,253,340		\$2,253,340
Available Funding for FY 2024/2025		<u>\$2,253,340</u>	<u>\$858,587</u>	<u>\$3,111,927</u>
Project No.	Project Name/Description/General Plan/Environmental Assessment	Budget	Budget	Budget
30	Sierra Vista Park Improvements Description: This budget provides funding to add features and amenities in accordance with park development guidelines. This appropriation brings the total budget to \$3,530,340. General Plan Consistency: This project is consistent with General Plan Parks and Recreation Element Policy PR-P1.1 and the Parks and Recreation Master Plan. Environmental Assessment Status: This project is exempt from CEQA under Section 15304, minor alterations to land. (CIP Account #840162) Contact: GeorgeAnne Meggers-Smith, Interim Director of Parks and Recreation	\$1,630,340		\$1,630,340
31	Alamo Creek Park Improvements Description: This budget provides additional funding for the park improvements. This project includes site furnishings, table tennis, basketball court, picnic tables, revisions to the existing tennis courts for pickleball by adding additional markings, additional landscaping and implementation of vegetation enhancements, creek restoration, and water-sensitive landscape around the park's perimeter. This appropriation brings the total budget to \$1,448,000. General Plan Consistency: This project is consistent with General Plan Parks and Recreation Element Policy PR-P1.1 and the Parks and Recreation Master Plan. Environmental Assessment Status: The project is exempt from CEQA under Section 15304, minor alterations to land. (CIP Account #840159) Contact: GeorgeAnne Meggers-Smith, Interim Director of Parks and Recreation	\$398,000		\$398,000
Total Budget: Parks and Recreation		\$2,253,340	\$858,587	\$3,111,927
Difference between estimated funding available and proposed budget		\$0	\$0	\$0

City of Vacaville
FY 2024/2025 CIP Budget, General Plan Consistency and CEQA Review
Sewer Utility System

		Sewer Facilities Rehab 5002	Sewer Major Replacement 5003	Sewer DIF Connection Fees 5004	Total
Fund Balance				\$33,223,086	\$33,223,086
Prior Budget Commitments				(\$28,024,327)	(\$28,024,327)
Other Budget Commitments				(\$4,803,335)	(\$4,803,335)
Other Revenue		\$1,125,000	\$1,834,858		\$2,959,858
Available Funding for FY 2024/2025		\$1,125,000	\$1,834,858	\$395,424	\$3,355,282
Project					
No.	Project Name/Description/General Plan/Environmental Assessment	Budget	Budget	Budget	Total
32	Sewer Facilities Rehab/Upgrades Description: This budget provides for miscellaneous regulatory and maintenance improvements at EWWTP and lift stations. General Plan Consistency: This activity is consistent with the Public Facilities and Services Land Use Element of the Vacaville General Plan. Environmental Assessment Status: This activity is a project under CEQA; further environmental review will occur when projects are more defined. (CIP Account #850089) Contact: Justen Cole, Director of Utilities	\$500,000			\$500,000
33	Davis Street North Park and Ride Sewer Improvements Description: This budget provides for supplemental funding to repair, remove, and/or replace sewer facilities in Davis Street and at the Davis Street Park and Ride to reduce infiltration and increase sewer capacity. This appropriation brings the total budget to \$3,100,000. General Plan Consistency: This project is consistent with the Public Facilities and Services Element Goal PUB-13 to collect, transmit, treat, and dispose of wastewater in ways that are safe, sanitary, an environmentally acceptable. Environmental Assessment Status: This is exempt from CEQA under Section 15302c for the replacement or reconstruction of existing utility infrastructure systems. (CIP Account #850125) Contact: Justen Cole, Director of Utilities		\$1,000,000		\$1,000,000

City of Vacaville
FY 2024/2025 CIP Budget, General Plan Consistency and CEQA Review
Sewer Utility System

		Sewer Facilities Rehab 5002	Sewer Major Replacement 5003	Sewer DIF Connection Fees 5004	Total
Fund Balance				\$33,223,086	\$33,223,086
Prior Budget Commitments				(\$28,024,327)	(\$28,024,327)
Other Budget Commitments				(\$4,803,335)	(\$4,803,335)
Other Revenue		\$1,125,000	\$1,834,858		\$2,959,858
Available Funding for FY 2024/2025		\$1,125,000	\$1,834,858	\$395,424	\$3,355,282
Project					
No.	Project Name/Description/General Plan/Environmental Assessment	Budget	Budget	Budget	Total
34	Miscellaneous Sewer Line Rehab Projects Description: This budget provides ongoing funding to repair or replace sewer lines that have a critical rating of 4 or 5 as identified by close circuit television (CCTV). General Plan Consistency: This project is consistent with Public Facilities and Services Element Goal PUB-P13.1, maintain adequate wastewater conveyance systems. Environmental Assessment Status: This project is exempt from CEQA under Section 15302, replacement or reconstruction of utility systems with no substantial increase in capacity. (CIP Account #850121) Contact: Justen Cole, Director of Utilities		\$834,858		\$834,858
35	Miscellaneous Sewer Lift Station Rehab Description: This budget provides supplemental funding for the removal and replacement of severely corroded piping, removal of surface corrosion, and application of new protective coatings at four sewer lift stations. This appropriation brings the total budget to \$1,107,751. General Plan Consistency: This project is consistent with the Public Facilities and Services Element of the General Plan. Environmental Assessment Status: This activity is a "project" under CEQA. However, it qualifies as a Class 1 Categorical Exemption under §15301 (d) of CEQA Guidelines involving the repair and operation of existing facilities with no expansions of use. (CIP Account #850103) Contact: Justen Cole, Director of Utilities	\$500,000			\$500,000

City of Vacaville
FY 2024/2025 CIP Budget, General Plan Consistency and CEQA Review
Sewer Utility System

	Sewer Facilities Rehab 5002	Sewer Major Replacement 5003	Sewer DIF Connection Fees 5004	Total
Fund Balance			\$33,223,086	\$33,223,086
Prior Budget Commitments			(\$28,024,327)	(\$28,024,327)
Other Budget Commitments			(\$4,803,335)	(\$4,803,335)
Other Revenue	\$1,125,000	\$1,834,858		\$2,959,858
Available Funding for FY 2024/2025	\$1,125,000	\$1,834,858	\$395,424	\$3,355,282

Project No.	Project Name/Description/General Plan/Environmental Assessment	Budget	Budget	Budget	Total
36	1 Mega Watt Solar Field Project Description: This budget provides supplemental funding to install a 1 mega watt solar system at Easterly Wastewater Treatment Plant to offset the cost of energy. This appropriation brings the total budget to \$2,075,000. General Plan Consistency: This activity is consistent with the Public Facilities and Services element of the Vacaville General Plan. Environmental Assessment Status: This project will be subject to an environmental Initial Study once design plans are prepared and may be subject to additional environmental review if the project's effects on the environment are not adequately addressed by the adopted EIR for the wastewater treatment plant. (CIP Account #850115) Contact: Justen Cole, Director of Utilities	\$125,000			\$125,000
37	Allison Parkway Trunk Sewer Upgrade Description: This budget provides initial funding to upsize the Allison Parkway trunk sewer to accommodate buildout flow capacity. General Plan Consistency: This project is consistent with the Public Facilities and Services Element Goal PUB-13 to collect, transmit, treat, and dispose of wastewater in ways that are safe, sanitary, and environmentally acceptable. Environmental Assessment Status: This project is exempt from CEQA under Section 15302c for the replacement or reconstruction of existing utility infrastructure systems. CIP Account: New Contact: Justen Cole, Director of Utilities			\$150,000	\$150,000

City of Vacaville
FY 2024/2025 CIP Budget, General Plan Consistency and CEQA Review
Sewer Utility System

		Sewer Facilities Rehab 5002	Sewer Major Replacement 5003	Sewer DIF Connection Fees 5004	Total
Fund Balance				\$33,223,086	\$33,223,086
Prior Budget Commitments				(\$28,024,327)	(\$28,024,327)
Other Budget Commitments				(\$4,803,335)	(\$4,803,335)
Other Revenue		\$1,125,000	\$1,834,858		\$2,959,858
Available Funding for FY 2024/2025		\$1,125,000	\$1,834,858	\$395,424	\$3,355,282
Project					
No.	Project Name/Description/General Plan/Environmental Assessment	Budget	Budget	Budget	Total
38	DIF 54 Phase 2 Trunk Sewer Improvements Description: This budget provides initial funding for phase 2 of the trunk sewer main upsizing in Fry Road and along the UPRR. The segment begins at the existing main between Roberts Ranch and the UPRR, runs along the UPRR until reaching Fry Road, then continues in Fry Road to Leisure Town Road. General Plan Consistency: This project is consistent with the Public Facilities and Services Element PUB-A13.1 to maintain the Sewer System Management Plan in accordance with regulatory requirements to ensure that the wastewater collection system is adequately sized, protected from deleterious substances, and maintained to minimize the risk of sanitary sewer overflows. Environmental Assessment Status: This project is exempt from CEQA under Section 15302c for the replacement or reconstruction of existing utility infrastructure systems. CIP Account: New Contact: Justen Cole, Director of Utilities			\$200,000	\$200,000
Total Budget: Sewer Utility System		\$1,125,000	\$1,834,858	\$350,000	\$3,309,858
Difference between estimated funding available and proposed budget		\$0	\$0	\$45,424	\$45,424

City of Vacaville
FY 2024/2025 CIP Budget, General Plan Consistency and CEQA Review
Water Utility System

		Water Facilities Rehab 5102	Water Major Replacement 5103	Water DIF 5110	Total
Fund Balance				\$61,077,569	\$61,077,569
Prior Budget Commitments				(\$53,898,807)	(\$53,898,807)
Other Budget Commitments					\$0
Other Revenue		\$649,623	\$520,962		\$1,170,585
Available Funding for FY 2024/2025		\$649,623	\$520,962	\$7,178,762	\$8,349,347
Project No.	Project Name/Description/General Plan/Environmental Assessment	Budget	Budget	Budget	Total
39	Water Facilities-Rehab/Upgrades Description: Continued funding for rehabilitation and upgrades to maintain regulatory requirements and plant operations at Water Facilities. General Plan Consistency: This activity is consistent with the Public Facilities and Services Element of the Vacaville General Plan. Environmental Assessment Status: This activity is a project under CEQA. However, it qualifies as a Class 1 Categorical Exemption under §15301 (d) of CEQA guidelines. (CIP Account #860102) Contact: Justen Cole, Director of Utilities	\$399,623			\$399,623
40	Waterline Rehabilitation Description: This budget provides funding to establish a project for rehabilitation of miscellaneous waterline facilities that are in poor/deteriorating condition. General Plan Consistency: This project is consistent with the Public Facilities and Services Element Goal PUB-11 to provide adequate water infrastructure facilities to meet current and future populations. Environmental Assessment Status: Determined at the time of project submittal. (CIP Account #860137) Contact: Justen Cole, Director of Utilities		\$320,962		\$320,962

City of Vacaville
FY 2024/2025 CIP Budget, General Plan Consistency and CEQA Review
Water Utility System

		Water Facilities Rehab 5102	Water Major Replacement 5103	Water DIF 5110	Total
Fund Balance				\$61,077,569	\$61,077,569
Prior Budget Commitments				(\$53,898,807)	(\$53,898,807)
Other Budget Commitments					\$0
Other Revenue		\$649,623	\$520,962		\$1,170,585
Available Funding for FY 2024/2025		\$649,623	\$520,962	\$7,178,762	\$8,349,347
Project No.	Project Name/Description/General Plan/Environmental Assessment	Budget	Budget	Budget	Total
41	Water Plant Expansion Description: The City receives water from Lake Berryessa which is treated at either the North Bay Regional Water Treatment Plant (NBR Plant) or at the City Diatomaceous Earth (DE) filter Water Treatment Plant. This budget provides funding to assess and identify improvements to one or both of these water treatment facilities to increase water capacity and help meet future build-out water demand. This appropriation brings the total budget to \$12,438,079. General Plan Consistency: This project is consistent with the Public Facilities and Services Element Goal PUB-11 to provide adequate water infrastructure facilities to meet current and future populations. Environmental Assessment Status: Determined at the time of project submittal. (CIP Account #860138) Contact: Justen Cole, Director of Utilities			\$5,678,762	\$5,678,762
42	Browns Valley Reservoir Mixing System Description: This budget provides additional funding to install a new water mixing system to assist with maintaining a high standard of water quality by reducing the accumulation of trihalomethanes. It would also reduce water turnover and production. This appropriation brings the total budget to \$750,000. General Plan Consistency: This project is consistent with Policy PUB P11.1, maintain existing water infrastructure. Environmental Assessment Status: This project is exempt from CEQA under Section 15302c for the replacement or reconstruction of existing utility infrastructure systems. (CIP Account #860133) Contact: Justen Cole, Director of Utilities	\$250,000			\$250,000

City of Vacaville
FY 2024/2025 CIP Budget, General Plan Consistency and CEQA Review
Water Utility System

		Water Facilities Rehab 5102	Water Major Replacement 5103	Water DIF 5110	Total
Fund Balance				\$61,077,569	\$61,077,569
Prior Budget Commitments				(\$53,898,807)	(\$53,898,807)
Other Budget Commitments				\$0	\$0
Other Revenue		\$649,623	\$520,962		\$1,170,585
Available Funding for FY 2024/2025		\$649,623	\$520,962	\$7,178,762	\$8,349,347
Project No.	Project Name/Description/General Plan/Environmental Assessment	Budget	Budget	Budget	Total
43	Water Meter Replacement Program Description: This budget provides continued funding for the ongoing replacement of water meters. General Plan Consistency: This activity is consistent with the Public Facilities Element of the Vacaville General Plan. Environmental Assessment Status: This activity is a "project" under CEQA. However it qualifies as a Class 1 Categorical Exemption under §15301 (d) of CEQA guidelines. (CIP Account #860075) Contact: Justen Cole, Director of Utilities		\$200,000		\$200,000
44	Well #17 Equipping Description: This budget provides supplemental funding for the equipping of Well #17. (DIF 33) This appropriation brings the total budget to \$7,808,000. General Plan Consistency: This activity is consistent with the Public Facilities Element of the Vacaville General Plan. Environmental Assessment Status: This activity is a "project" under CEQA. Further environmental review will occur when the project is more clearly defined. (CIP Account # 860081) Contact: Justen Cole, Director of Utilities			\$300,000	\$300,000
45	Water Main Capacity Program Description: This budget provides supplemental funding for the design and installation of upsized mains to facilitate growth and to replace deteriorating mains. General Plan Consistency: This activity is consistent with the Public Facilities & Land Use Elements of the Vacaville General Plan. Environmental Assessment Status: This activity is a "project" under CEQA. Environmental review will occur when the project is more clearly defined. (CIP Account # 860101) Contact: Justen Cole, Director of Utilities			\$250,000	\$250,000

City of Vacaville
FY 2024/2025 CIP Budget, General Plan Consistency and CEQA Review
Water Utility System

		Water Facilities Rehab 5102	Water Major Replacement 5103	Water DIF 5110	Total
Fund Balance				\$61,077,569	\$61,077,569
Prior Budget Commitments				(\$53,898,807)	(\$53,898,807)
Other Budget Commitments					\$0
Other Revenue		\$649,623	\$520,962		\$1,170,585
Available Funding for FY 2024/2025		\$649,623	\$520,962	\$7,178,762	\$8,349,347
Project No.	Project Name/Description/General Plan/Environmental Assessment	Budget	Budget	Budget	Total
46	Chromium 6 Treatment Facilities Description: This project is for the study, design, and installation of improvements at various wells to comply with the MCL for hexavalent chromium (Chromium 6). This appropriation brings the total budget to \$1,068,213. General Plan Consistency: General Plan Public Facilities Element Policy 5.1-1 2 calls for the City to plan for adequate water supply, storage, and facilities to meet current and projected needs of the City. The project is consistent with this provision by ensuring that the City's water system can meet current standards for safe drinking water. Environmental Assessment Status: CEQA Section §15301 exempts the operation and minor alteration of existing facilities. This project would involve equipment to be installed at existing wells within the City. (CIP Account #860108) Contact: Justen Cole, Director of Utilities			\$250,000	\$250,000
47	Well #19 Description: This budget provides initial funding to design and construct a new City well. The well site is not yet determined but will be needed for additional water capacity to meet the demands of new development. This appropriation brings the total budget to \$6,000,000. General Plan Consistency: This project is consistent with the Public Facilities and Services Element of the Vacaville General Plan. Environmental Assessment Status: This project was analyzed as part of the Roberts Ranch Specific Plan and Development Project EIR. The project can reaffirm the EIR. (CIP Account #860131) Contact: Justen Cole, Director of Utilities			\$700,000	\$700,000
Total Budget: Water Utility System		\$649,623	\$520,962	\$7,178,762	\$8,349,347
Difference between estimated funding available and proposed budget		\$0	\$0	\$0	\$0