

# ANNUAL OPERATING BUDGET 2016-2017



ADOPTED  
JUNE 13, 2016



# PROPOSED OPERATING BUDGET 2016-2017

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Scenic Pacifica  
Incorporated Nov. 22, 1957

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## CITY OF PACIFICA

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[www.cityofpacifica.org](http://www.cityofpacifica.org)

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Mary Ann Nihart

June 13, 2016

To the City Council and the Community of Pacifica,

On behalf of the City staff, I am pleased to present a balanced operating budget for Fiscal Year 2016-17. Like many in the past, this budget development process has not been an easy one and required many changes to continue to provide services and meet community needs.

The 2016-17 Operating Budget is designed to deliver an even greater degree of clarity and understanding of the City's financial status. Staff and I continue to move the City forward and appreciate the support and patience of the Council and the community.

### **2016-17 Operating Budget Development**

In reviewing the 2016-17 Operating Budget, readers will find that we continue to rely on the following themes included in the last two years' operating budgets:

- ❖ **Pursue cost recovery.** The City continues to move toward achieving full cost recovery as appropriate in setting our fees and charges.
- ❖ **Budget annual expenses at or below annual revenues.** We continue to maintain our projected expenses at or below projected revenues for 2016-17, and not rely on reserves or one-time revenues to meet ongoing financial needs.
- ❖ **Align one-time money to cover one-time expenses** rather than ongoing operations. This is a direction that the City has been moving toward for some time and a "best practice." The 2016-17 Operating Budget continues the practice of appropriately aligning these funds.
- ❖ **Increase financial transparency.** Staff continues to be focused on sharing financial information in such a way as to engender trust in how the City manages the public's money.

This balanced operating budget has taken several months to complete and includes preparing revenue and expense projections, understanding the result, and developing strategies for

bringing them into balance. In addition, this 2016-17 Operating Budget document continues to be presented as a comprehensive summary view of the City's fiscal health in an easy-to-read format.

We continue to conservatively project tax revenues and to recommend appropriate increases to our fees and charges that help offset increased costs.

Together, the staff and I developed a number of strategies to meet the City's needs and bring the budget into balance. The following summarizes the key recommendations accepted by the City Council and included in the 2016-17 Operating Budget.

### **2016-17 Work Plan and Goals**

Cities typically identify goals and plan activities on an annual basis in the spring so that city resources can be aligned with achieving or completing them during the budget development process.

We began this same process this past spring but were not able to complete it by the time of budget adoption. (A special City Council meeting has been scheduled for July 9, 2016, to complete the process.) In the meantime, we continue to rely on the six (6) goals the City Council-adopted at its meeting on June 8, 2015, and the Updated 2015-16 Work Plan approved by the City Council at its March 28, 2016, meeting to guide City activities. A copy of both documents is included in this budget document as a separate section.

The purpose of the Work Plan is to ensure clear expectations and that the City's meager resources are directed toward Council-approved activities.

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

Once the 2016-17 Work Plan is developed, it will be presented to the City Council for adoption, most likely in late summer or early fall of 2016.

### **Tax Revenues**

Pacifica's revenues are modestly increasing as the economy improves. For 2016-17, trends contributing to the increase include more homes sold and at higher prices as the housing market improves, more meals eaten in our restaurants, and more visitors staying in our hotels. This positive growth is reflected in the projected property tax revenues expected to increase by 2.75% and transient occupancy tax (hotel tax) projected to increase by 3.2%; overall our tax revenues are expected to increase by 2%.

### **Excess Educational Relief Augmentation Fund (Excess ERAF)**

Another significant financial change continued this year is to treat "Excess ERAF" funds<sup>1</sup>, a significant source of discretionary revenue, differently than in the past and to segregate it from City operating funds. As staff reported in 2014, San Mateo County began advising cities and other agencies in 2011 to begin treating these revenues as "one-time funds" and not to include them in the operating budget as ongoing revenues because the funds are not expected to continue indefinitely.

Starting in 2015, we established a new fund, Fund 30, to hold the revenue prior to appropriation toward Council-determined projects or initiatives.

These funds have become the primary source of monies available to respond City emergencies. Most recently, the emergency needs have been focused on responding to the impact of the El Nino storm season of 2015-16. Staff expects these funds to be needed as the matching funds required by State grants to complete repairs to the Pacifica Pier, Beach Blvd. Sea Wall & Promenade, the Milagra outfall storm water drainage pipe, and other damaged infrastructure. Our grant applications are still being processed so the exact amounts that will be required are not yet known.

For 2016-17, the Council approved a grant of \$83,000 for the Pacifica Resource Center. Staff will return in February or March of 2017 with the Pacifica Beach Coalition's request for City co-sponsorship of EcoFest 2017 with a grant of \$3,000 following our notification of the 2017 allocation of Excess ERAF funds.

Council confirmed that this practice of receiving the funds and then determining their use should continue for 2016-17.

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

As part of the 2014-15 Budget, the City Council approved an inter-fund loan between *Fund 34 – Sewer Facility Construction Fund* and *Fund 01 – General Fund* to help smooth repayment of the 2010 Pension Obligation Bonds through 2020-21. Please see the "Pension Obligation Bond Loan Repayment" section of the budget for more information. The budget document continues to include this information in detail as part of our efforts to improve transparency.

### **Adjustments to Fees & Charges Master Schedule**

A number of fees and charges have been modified for various reasons. Some fees charged for City services are set at a flat dollar amount (i.e., recreation class fees) while others depend on the amount of time spent on the service (i.e., development review). In this latter case, we use an

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

hourly rate that reflects the staff costs to provide the service. The Cost Allocation Plan and Fee Study completed by Willdan Financial Services in 2013 helped determine the appropriate starting hourly rate.

For 2016-17, the current year's hourly rate was increased by the Consumer Price Index of 3.2% or the Construction Cost Index of 2.1% (depending on the staff providing the service) to reflect part of the cost increases associated with the personnel providing the service. Other changes have been made to fees that are based on meeting State or County requirements or to reflect market changes (mostly for Parks, Beaches, and Recreations class or rental costs).

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

This revenue category comprises more than 37% of the General Fund for 2016-17 and has become the City's largest single source of funding.

### **Significant Changes affecting City Departments**

In this year's budget there have been a number of significant changes that involve staffing (defined as "full time equivalents" or FTEs) and/or department budgets and they are highlighted here.

The proposed 2016-17 Budget includes changes in personnel costs that exist in bargaining agreements currently in place and that affect **all Departments**.

To strengthen the City's administrative support services, two half-time positions have been added to the **General Government** - Finance Division and -Human Resources Division:

- ❖ Add 0.5 FTE Administrative Assistant to the Finance Division. This action converts an existing half-time position into a full-time position.
- ❖ Add 0.5 FTE Human Resources Manager to plan, organize, direct, and coordinate the Human Resources Division. This action increases the personnel assigned to provide Human Resource services to a total of 1.5 FTEs.

The budget adds \$930,000 in reimbursable expenditure authority and projected revenues to the **Planning Department's** budget for the anticipated activity related to various large projects.

In addition, the **Public Works and Waste Water Departments** will have a number of changes associated with returning to the former organizational structure of having Waste Water operate as a division within Public Works. Specific changes are described below:

- ❖ Convert 2.0 FTE Maintenance Worker I Positions into Maintenance Worker II positions to provide a path for career growth;
- ❖ Establish 1.0 Public Works Deputy Director – Engineering & Field Services position;
- ❖ Convert 1.0 Waste Water Director position into a 1.0 Public Works Deputy Director – Waste Water Operations position;
- ❖ Split the Public Works Director's time to allocate 0.5 FTE to Public Works' Engineering and Field Services Division and 0.5 FTE to Waste Water Division; and
- ❖ Add 1.0 Senior Engineer to the Waste Water Division.

This restructuring is recommended as the best way to accomplish the capital projects required to meet the Cease & Desist Order (CDO) deadlines under which the City operates. Failure to meet the CDO requirements would result in significant financial penalties and prolong the negative environmental impacts.

The Waste Water enterprise funds, Fund 18 and Fund 34, will continue to be separate from the General Fund. More information about these funds can be found later in this budget message.

### **All Funds Budget Summary**

The City's full operating budget includes more than just the General Fund even though that is the topic that often gets the most attention and for good reason. The General Fund is comprised of discretionary revenues and is focused on the City's operations. In addition, the majority of staff is funded from the General Fund.

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

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

- **Fund 01 General Fund.** The General Fund is shown with a Fund Balance of just over \$2.38 million that reflects the audited results for 2014-15 as well as projected budget savings for 2015-16. There are also a number of special "reserves" connected to the General Fund and of note are the following three:

- **Reserve—General Fund.** This reserve designation was established by Council Policy in June 2013. The reserve has not yet been funded but Council identified beginning to fund the reserve as a high priority and doing so is on the Updated 2015-16 Work Plan.
- **Reserve—Legal.** This fund was established as a way to differentiate typical “regular” activities associated with the City Attorney’s Office and activities beyond those expected. Staff is hopeful that access to these funds won’t be necessary but if they are needed, Council action will be requested to transfer funds to meet specific needs.
- **Reserve for Advance-RDA.** Some years ago, the General Fund loaned funds to the Redevelopment Agency for investment in activities designed to increase property value and strengthen the local business base. The loan(s) would be paid back via tax increment realized as property values increased. Such actions were common among cities. The amount shown here, approximately \$2.5 million, is the portion of the loan that could still be eligible for repayment under the new Successor Agency structure. When the State of California dissolved Redevelopment Agencies, many cities were left holding loans that are no longer collectible and such is the case here. The City continues to carry the loan in hopes that a fraction of the funds will be repaid by the State at the conclusion of transition activities currently underway, however staff considers full repayment unlikely.
- **Fund 38 Disaster Accounting Fund.** This fund is used to track reimbursements (revenues from grants and fund transfers), and expenses related to unexpected catastrophic events.

Unfortunately, the City has a history of sustained damage as a result of significant storm events. Grant funds from State and Federal agencies have helped offset the repair costs over the years but require a local match of typically 25%. The negative balance is a result of having to borrow those matching funds from other sources.

This fund is also where the expenses and revenues associated with repairs that are currently being made as a result of our emergency declaration earlier this year and various other El Niño related issues are shown. The City has applied for grants from multiple sources to offset the repair costs and has received positive responses from potential grantors. The revenue amount shown for 2016-17 of \$3.8 million reflects a combination of grant funds and City matching funds coming from Fund 30 - Excess ERAF Fund.



The fund balance reflects the expenses and reimbursement for those expenses to date. Unfortunately full recovery of all costs from sources other than the City is not expected.

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

- **Fund 09 Street Construction Fund and Fund 22 General Capital Improvement Fund.** These fund balances reflect the expected revenue and projected expenses shown in the Capital Budget.

In addition, the balances also contain the impact of interest accruing on the Interfund loan from Fund 09 to Fund 22 of \$2,218,700, approved by Council in November 2003 and discussed in more depth during last year's budget development process. The related staff report indicated repayment of 2.0% annual interest on the principal, payable from Fund 22 to Fund 9. However, the annual interest payable has not been paid or accrued since the inception of the loan.

The outstanding interest payable since November 2003 through June 2016 is approximately \$631,000. Although the annual amount of interest (\$44,374) is typically displayed in the Fund's balance sheet, we have reflected it in the expenditure column (for Fund 22) and revenue column (for Fund 9) of this schedule only to show its ultimate impact on the fund balance. As a result, the impact of this interest accrual since the inception of the loan is reflected in the 06/30/16 and 06/30/17 projected fund balances for both funds.

For the **Enterprise Funds**, all will remain separate from the General Fund; more information follows:

- **Fund 18 - Sewer Charge Fund:** Accounts for all revenue (except connection charges) generated by operations, and all expenditures (including Debt Service) associated with operating and maintaining the Calera Creek Water Recycling Plant and the sanitary sewer collection system.

This fund also reflects the budget impacts associated with the restructuring of Waste Water Operations as a division within the Public Works Department organization with the staffing changes described above.

- **Revenues from Sewer Service have Decreased**  
Beginning in 2015-16, we have seen a decline in revenues related to sewer service sales. Revenues from sewer services are down \$1.1 million or 8% in 2015-16; however, we were fortunate to receive an additional payment from San Mateo County this year which brought the decline to only \$412,000 or 3%.

The reduction in revenues is due to lower water usage by sewer service customers. In drought years, a water customer may conserve water. Since the methodology of

sewer rates is based on water usage, the more water conservation that takes place, the less the City collects for sewer charges.

As a result, we are budgeting revenues lower by \$521,000 or 4% from 2015-16 base levels in 2016-17. This will necessitate a \$1.6 million transfer from Fund 34 to Fund 18 to backfill the lost revenues needed to support Waste Water Treatment Plant's operations for the 2016-2017 fiscal year.

During 2016-17, the City will commission a sewer service rate study that will ideally generate a more stable revenue model for Fund 18. The City will also commission a facilities assessment to ensure that all capital needs are identified, planned for, and supported by the new revenue model.

- **Fund 34 - Sewer Facility Construction Fund:** Receives all revenues associated with connection fees and accounts for Capital Improvement Projects expenditures associated with plant and collection system projects.

The Capital Budget contains \$7 million in Wastewater Plant improvements. The Council reviewed and discussed the Capital Budget at the study session on May 11, 2016, and the final version that includes Council's feedback is included in the budget.

### **Repaying or Replenishing the Interfund Loans**

In 2014, I reported that a number of interfund transfers or loans between funds had been made over past years and had produced deficits in some funds. Some of those deficits continue, primarily in Funds 38 and 22.

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

As part of the budget development process last year, the City Council asked for a formal policy on Interfund Loans that includes documentation of repayment of such transfers. The City Council adopted the attached policy (Attachment 1) at its meeting on February 22, 2016.

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

- Applying future annual revenues (for funds other than the General Fund) we receive that are eligible to be transferred into the deficient fund or applied to offset the expenses that the deficits represent (staff continues to collect this historical information);

- Assigning a portion of General Fund balance revenues toward the amounts;
- Using one-time revenues such as the proceeds from the sale of the Beach Blvd. property;
- And lastly, directing available Excess ERAF funds toward these deficits.

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

### **Conclusion**

Taken in total, the City's funds are clearly "in the black" and able to cover obligations for 2016-17. The complicating factor is that most of the funds are not interchangeable because the revenue source has restricted the types of expense eligible for the funds. This makes tracking the revenues and expenses for each fund necessary, and repaying or replenishing the deficits a requirement.

### **Longer Term Challenges**

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

Drawing new business to Pacifica and encouraging appropriate economic development where possible are our only avenues at this time for growing revenues. The City Council established a new Economic Development program in 2014-15 and hired an Economic Development Manager in May 2015. The past year has seen progress toward realizing the City Council's vision toward economic vitality and fiscal sustainability for Pacifica.

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

### **Gratitude for Staff's Work on the 2016-17 Budget**

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

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

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

Finally, I want to thank the **City Council** for its stewardship through the budget development process, and its unwavering support of staff in moving the City of Pacifica forward.

Sincerely,



LORIE TINFOW  
City Manager

Attachment 1 - Interfund Loan Policy

 <p style="text-align: center;"><b>CITY OF PACIFICA</b> ADMINISTRATIVE POLICY</p>	<p>No. 77</p>
<p style="text-align: center;">INTERFUND LOAN POLICY</p>	<p>DATE ISSUED: 02/22/2016</p>

**PURPOSE**

The purpose of this policy is to establish an administrative policy for the use and implementation of Interfund Loans.

**DEFINITIONS**

Interfund loans are loans from one City fund to another City fund for a designated purpose.

**POLICY**

To ensure that all interfund loans are appropriate, properly documented, and not established to the detriment of the fund issuing the loan, this Policy establishes the following interfund loan eligibility and documentation requirements:

- a) **Interfund Loan Eligibility Requirements** – Interfund loans must have an identified purpose, repayment source and date; include an interest component that equals the investment earnings the fund would have received had the loan not occurred; and be immediately due and payable if needed by the fund that provided the loan.
- b) **Interfund Loan Documentation Requirements** – Purpose of the loan, loan amount, term, and repayment source and schedule will be identified any time a loan is recommended. Loans will be coordinated with the Finance Department to ensure compliance with the Municipal Code and must be approved by the City Council. Payments made on outstanding loans shall be reflected in the Proposed and Adopted Budget and Annual Report, as applicable.

A summary of all outstanding interfund loans will also be included in the annual Proposed and Adopted Operating Budget and the Comprehensive Annual Financial Report (CAFR). The CAFR will also consistently include the loan term, rate of interest, and the interest amount due in its calculation of the total liability associated with the loan.

The development of interfund loans requires coordination among several parties, including the departments overseeing the funds that would provide or receive the loans, the Finance Department, and the City Manager’s Office (CMO). Interfund loans must be approved by the City Council. Procedures for developing and presenting interfund loan proposals will be determined by the CMO and the Financial Services Manager.

**CITY OF PACIFICA  
WORK PLAN  
2016-2017**



**ADOPTED  
JUNE 13, 2016**



Scenic Pacifica  
Incorporated Nov. 22, 1957

## City of Pacifica's Goals

Adopted by the City Council  
June 8, 2015

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

CITY OF PACIFICA WORK PLAN FY 2015-16		Council Priority	Goal Achieved*					Lead Depts.	Lead staff	Status Update as of 3-28-16	
Adopted June 8, 2015; Updated 3-28-16			FS	CC	SCI	HCC	PENR				SWI
PROJECTS & INITIATIVES											
1	<b>Launch the Economic Development Program:</b> Develop separate work plan; define our competitive advantage; what features/resources can Pacifica use to generate reliable revenue streams; enhance tourism; etc.	1	X						City Manager's Office	Economic Development Manager (w/ support from other depts.)	<b>COMPLETE</b> - The Economic Development Program has been launched. Since June, the Economic Development Manager has focused on achieving progress related to marketing the Beach Blvd. project, working with staff to refine the Palmetto Streetscape project to support its success; strengthen the Economic Development Committee (EDC); and develop important relationships with the Chamber of Commerce, the hotels, and other key stakeholders. She has also developed a database of commercial properties and taken other steps to gather data to assist with decisionmaking.
2	<b>Continue progress on Palmetto Streetscape Project - Phase 1:</b> Work with Econ Dev Comm on outreach efforts to resident/businesses in affected area; finalize bid package pending full funding; apply for State grant funding or other grant opportunities.	2	X	X	X			X	Public Works	Public Works Director / Planning Director	<b>PROGRESS UNDERWAY</b> - Phase I estimated to cost \$2.5 mil; \$1 million in grant funds available Oct. 1; City funds for balance identified (approx. \$1.5 mil + \$375k for construction inflation); plans being refined with Economic Development Mgr & EDC involvement; area outreach underway; bid process to start Oct. 2016. In the meantime, staff will continue to seek out opportunities for additional grant funds.
3	<b>Beach Boulevard Property Development:</b> market and enter into agreement with developer	2	X	X	X				City Manager's Office	Economic Development Manager (w/ support from other depts.)	<b>PROGRESS UNDERWAY</b> - RFQ issued in Nov. 2015; top six development teams invited to submit full proposal; more information presented as separate report on Council's 3-28-16 meeting agenda.
4	<b>Complete General Plan Update:</b> Complete GPU and California Coastal Commission process; adopt new General Plan; develop implementation plan	3	X	X	X	X	X		Planning Dept.	Planning Director & Public Works Director	<b>PROGRESS UNDERWAY</b> - Outreach activities conducted at Fog Fest 2015; additional activities planned were delayed by other Council priorities (i.e., rent stabilization and just cause eviction) and other activities (i.e., Pacifica Skies Estates, several appeals/call ups, emergency response to storm damage including Esplanade apartments).
5	<b>Begin repayment of the \$4 million in loans identified in last year's budget:</b> designate funds to repay loans	4	X	X	X				City Manager's Office	Assistant City Manager / Financial Services Manager	<b>ON HOLD</b> due to other Council priorities and funds needed for storm damage response.
6	<b>Conduct community engagement effort related to Highway 1 Widening project:</b> Staff launched the community engagement process July 2015 and various activities have proceeded since then; community meetings still to come.	5		X					City Manager's Office	City Manager / Public Works Director	<b>PROGRESS UNDERWAY</b> - Outreach activities begun: Tribune column on topic and new webpage with key documents posted launched in July; Fog Fest Sept. 2015; webpage updated with photo simulations; traffic signal timing explored as possible improvement pending response from CalTrans; video simulation under development. Additional progress delayed by other Council priorities and local emergency response.



CITY OF PACIFICA WORK PLAN FY 2015-16		Council Priority	Goal Achieved*					Lead Depts.	Lead staff	Status Update as of 3-28-16	
Adopted June 8, 2015; Updated 3-28-16			FS	CC	SCI	HCC	PENR				SWI
7	<b>Affordable Housing</b> needs: Identify how the City can support the development of affordable housing; update housing related provisions to the zoning ordinance (second units); streamline remodel/home improvement permitting; continue participation in the Homeless Outreach Team.	6	X			X		X	Planning Dept.	Planning Director / Police Captain	<b>PROGRESS UNDERWAY</b> - Council and staff are participating in various regional efforts to address housing issues; affordable housing strategies contained in GPU and Housing Element implementation delayed (see above); process improvement ongoing; special presentation by SMC Community College District on faculty/staff housing strategy. Additional activities planned were delayed by other Council priorities (i.e., rent stabilization and just cause eviction) and other activities (i.e., Pacifica Skies Estates, several appeals/call ups, emergency response to storm damage including Esplanade apartments).
8	<b>Create an Employee Recognition &amp; Retention Program:</b> Form an employee committee to develop options; hold employee events; assess exit interview data for actions to remedy	7	X			X		X	Police Dept. & PBR	Parkes, Beaches & Recreation Director / Police Chief	<b>PROGRESS WELL UNDERWAY</b> - The "Ambassadors of Fun" created and organized an employee summer BBQ, Halloween lunch and holiday event; an employee recognition event is scheduled for April 2016; exit interview data is being collected.
9	<b>Introduce Priority-Based Budgeting for FY2016-17:</b> begin process Summer 2015 by making presentations about the process to Council and staff; developing program inventory; engaging the community in further defining the goals; completing the program scoring process, etc.	8	X	X	X	X	X	X	City Manager's Office	Assistant City Manager/ Financial Services Mgr.	<b>PROGRESS SLOWED</b> - A cross-departmental team of staff attended the Priority-Based Budgeting conference in August 2015; staff then developed a revenue manual and began developing the program inventory through the fall; finance staff currently preparing the fiscal health model and the cost allocation information needed; County-wide staff invited to PBB workshop in February and 10 organizations participated. PBB presentation to Council delayed due to El Nino storm response.
10	<b>Continue planning efforts toward construction of a new Library:</b> continue working with Pacifica Library Foundation and San Mateo Library staff on planning efforts that lead to construction of new facility.	9	X	X	X	X		X Gm Bld	Planning Dept.	Planning Dir. With assist from CM, City Clerk	<b>PROGRESS UNDERWAY</b> - A team of City and County staff, Group 4 Architects, Pacifica Library Foundation, and Pacifica Friends of the Libraries presented a comprehensive update on the City's library planning efforts including an assessment of the existing facilities and recommended next steps to the City Council on November 23, 2015. A new webpage was launched with all information to date including a letter from the California Coastal Commission supporting a library on the planned site. Current efforts focused on preparing for Council consideration of a general obligation bond to pay for construction put forward for voter consideration at November 2016 election.
11	<b>Work toward raising the PCI (Pavement Condition Index):</b> Complete the pavement condition survey by Dec 2015 and present to Council when ready.	10	X	X	X				Public Works	Public Works Director / Waste Water Director	<b>PROGRESS UNDERWAY</b> - PCI Report ready for presentation to Council; scheduled for April 11, 2016.

CITY OF PACIFICA WORK PLAN FY 2015-16		Council Priority	Goal Achieved*					Lead Depts.	Lead staff	Status Update as of 3-28-16
Adopted June 8, 2015; Updated 3-28-16			FS	CC	SCI	HCC	PENR			
12	<b>Conduct a Needs Assessment for New City Facilities:</b> Many City facilities are not able to meet a variety of community and employee needs including accessibility challenges, inadequate space for staffing needs, technology incompatibilities, etc., nor achieve maximum efficiency and customer service by combining certain City services into a single location.	11	X		X			X	Public Works Public Works Director / City Manager	<b>ON HOLD</b> - prior needs assessment conducted in 2008; report reviewed; further progress on hold due to other Council priorities and local emergency response.
13	<b>Begin to allocate funds to Emergency Reserve Fund:</b> policy is in place; funding needed	not prioritized (n/p)	X	X					City Manager's Office City Manager / Assistant City Manager	<b>ON HOLD</b> due to funding needed for local emergency response.
14	<b>Work w/ County, other cities and agencies on developing a regional approach to address sea level rise, and other water related issues;</b> participate in Sea Level Rise Vulnerability Study and in efforts to plan a multi-agency response	n/p			X			X	Public Works Public Works Dir / City Manager	<b>PROGRESS UNDERWAY</b> - City/County Association of Governments (C/CAG) identified as lead organization for regional response; County sea level rise vulnerability assessment underway with funding by Coastal Conservancy.
15	<b>Complete and obtain/coordinate Grant Funding for Pedro Point Headlands &amp; Trail:</b> work with Pacifica Land Trust and San Mateo County to gain PCA designation; County Measure A grant follow-up.	n/p						X	Planning Dept. Planning Director	<b>COMPLETE</b> - City and Pacifica Land Trust developed a fundraising brochure and coordinated grant efforts; PCA designation complete. Measure A funds awarded. Transfer underway of all City-owned parcels in Pedro Pt Headlands to SMC ownership.
16	<b>Complete the purchase of "Colt Property" for addition to Coastal Trail on Pedro Point:</b> follow up on Measure A grant opportunity; seek other funding in order to complete purchase of property by December 9, 2015; work with others to apply for grants to construct the trail	n/p		X				X	City Manager's Office City Manager / Public Works Director	<b>COMPLETE</b> - City purchase of property complete in November 2015; grant funding awarded for majority of cost to purchase Colt property; reimbursement process underway. Once complete, staff will complete property transfer to SMC.
17	<b>Continue efforts to complete Milagra Off Ramp &amp; Manor Overpass projects:</b> Continue working on the design and apply for encroachment permit with Caltrans to construct the Milagra On-Ramp. Submit LOI with SMCTA for the construction of the Manor Overcrossing ; Improvement Project; pursue grants and other funding.	n/p		X	X				Public Works Public Works Director	<b>LIMITED PROGRESS - Manor Overpass:</b> City applied for TA grant funds but was not selected. Staff will re-apply during the next cycle of the TA's Call for Projects and will also be vigilant in seeking other grant opportunities. <b>Milagra Off Ramp:</b> City consultant presented in-depth plans to various Caltrans divisions. Partial comments received and being worked out.
18	<b>Equalization Basin:</b> Select site and begin construction; the equalization facility is designed to reduce wet weather peak flows to the pump station.	n/p	X		X			X	Waste Water Waste Water Director	<b>PROGRESS UNDERWAY</b> - City staff has engaged needed expertise, i.e., construction management firm, design services, etc., and confirmed site to be east side of skate park (community center parking lot).
19	<b>Complete the Safe Routes to Schools project:</b> installation of lighted Crosswalks at 5 locations adjacent to schools	n/p		X	X	X			Public Works Public Works Director	<b>COMPLETE;</b> press release issued in Aug. 2015
20	<b>Continue improvements to the Sewer Collection System:</b> Comprehensive sewer rehabilitation would be conducted to reduce peak flows sufficiently to levels that could be handled by the existing force main and the Calera Creek Water Recycling Plant	n/p	X		X			X	Waste Water Waste Water Director	<b>PROGRESS UNDERWAY</b> - Design of collection system improvement for Pedro Pt. and Linda Mar (north area) underway; construction expected summer 2016.

**GENERAL FUND BUDGET  
SUMMARY AND DEPARTMENT  
BUDGET DETAIL  
2016-2017**



**ADOPTED  
JUNE 13, 2016**

**CITY OF PACIFICA**  
**2016-2017 Proposed General Fund Budget Summary**  
**By Consolidated Revenue Source and Department**



	<b>2015-16 ADOPTED BUDGET</b>	<b>2015-16 AMENDED BUDGET</b>	<b>2016-17 PROPOSED BUDGET</b>
<b>REVENUES</b>			
PROPERTY TAXES	\$ 9,839,000	\$ 10,208,000	\$ 10,489,000
SALES TAX	2,091,000	2,091,000	2,118,000
TRANSIENT OCCUPANCY TAX	1,592,000	1,746,000	1,802,000
OTHER TAXES	3,832,000	3,811,000	3,845,000
DEPARTMENT/PROGRAM	10,600,000	10,814,000	11,558,000
TRANSFER IN-POB FROM WWTP	692,000	692,000	794,000
TRANSFERS IN	105,000	105,000	105,000
<b>TOTAL GENERAL FUND SOURCE OF FUNDS</b>	<b>\$ 28,751,000</b>	<b>\$ 29,467,000</b>	<b>\$ 30,711,000</b>
GENERAL GOVT*	\$ 3,940,000	\$ 4,170,000	\$ 4,019,000
POLICE DEPARTMENT	8,878,000	8,878,000	9,186,000
FIRE DEPARTMENT	5,789,000	5,789,000	6,098,000
PLANNING & BUILDING	1,605,000	1,605,000	2,695,000
PUBLIC WORKS	2,473,000	2,473,000	2,817,000
PARKS, BEACHES & RECREATION	4,074,000	4,074,000	4,276,000
NON-DEPARTMENTAL	718,000	718,000	584,000
TRANSFERS OUT	1,274,000	1,274,000	1,036,000
<b>TOTAL GENERAL FUND USE OF FUNDS</b>	<b>\$ 28,751,000</b>	<b>\$ 28,981,000</b>	<b>\$ 30,711,000</b>
NET SURPLUS (DEFICIT)	<u>\$0</u>	<u>\$486,000</u>	<u>\$0</u>

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



# City of Pacifica 2016 – 2017 Budget

## GENERAL GOVERNMENT

General Government combines the services and activities of the City Council, the City Manager’s Office, the City Attorney’s Office, Economic Development and the City Clerk, and all administrative functions.

**Description of Department**

The 5-Member City Council is elected at-large to serve 4-year terms. The City Manager is appointed by the City Council and serves as the Chief Executive Officer. The City Clerk supports Council meetings, and manages all election-related activity. Economic Development supports the attraction, retention, and nurturing of the business community. Finance manages accounting, payroll and business license activities, prepares the budget and coordinates the annual audit. Information Technology manages all technology needs. Human Resources manages employee recruitment and hiring, disciplinary action needs, manages city-wide training and supports the labor negotiations process. The City Attorney’s Office advises the City Council and staff in all legal matters.

**Staffing Changes:**

In order to strengthen citywide administrative support, the budget proposes the following:

- Add 0.5 FTE Administrative Assistant to process the more than 2,100 business licenses annually.
- Add 0.5 FTE Human Resources Manager to plan, organize, direct, and coordinate the Human Resources Division.

	<b>Amended 2015-2016</b>	<b>Proposed 2016-2017</b>
<b>General Fund Expenditures</b>		
City Council	\$ 135,100	\$ 142,100
City Manager/City Clerk	895,700	889,200
Economic Development	323,500	285,300
Finance	822,500	843,700
Information Technology	668,100	697,300
Human Resources	721,100	661,400
City Attorney	<u>604,200</u>	<u>500,000</u>
<b>General Fund Expenditure Total</b>	<b><u>\$4,170,200</u></b>	<b><u>\$4,019,000</u></b>
 <b>General Fund Cost Recovery</b>		
General Fund Expenditure Total	\$4,170,200	\$4,019,000
General Fund Revenues Total	112,000	105,000
<b>Cost Recovery</b>	<b>2.7%</b>	<b>2.6%</b>
 <b>Total Staffing for Department</b>		
Funded FTE	14	15

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



# City of Pacifica 2016 – 2017 Budget

## PARKS, BEACHES AND RECREATION

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

### Department Divisions

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

	<b>Amended 2015-2016</b>	<b>Proposed 2016-2017</b>
<b>General Fund Expenditures</b>		
Department Support Services	\$ 287,400	\$ 281,500
Community Center	209,100	206,900
Cultural Arts	11,600	11,900
Elementary Age Rec Services	143,200	163,300
Teens & J-Teens Rec Services	75,300	79,200
Adult Sports Services	500	500
Senior Services	194,200	196,100
Instructional Class Services	134,600	140,600
Recreation Swimming Services	354,300	390,500
Swim Team	138,600	148,000
Special Community Rec Services	75,900	79,200
Seniors in Action - Title IIIB	48,300	73,400
Seniors in Action - C-1 Meals	169,300	176,000
Seniors in Action - Meals on Wheels	201,300	212,800
Child Care Preschool/School Age	797,800	833,400
Child Care - Latchkey Program	444,800	481,100
Child Care - State Preschool	402,100	421,100
Child Care – Title 22 Part Day Preschool	65,000	80,300
Child Care - Sub-contract Grants	282,200	266,600
Recreation Preschool	<u>38,700</u>	<u>33,600</u>
<b>General Fund Expenditure Total</b>	<b>\$4,074,200</b>	<b>\$4,276,000</b>
<b>General Fund Cost Recovery</b>		
General Fund Department Revenue Total	3,281,700	3,403,200
Child Care Reserve Funds Used	14,719	0
<b>Cost Recovery</b>	<b>81%</b>	<b>79.6%</b>
<b>Total Staffing for Department</b>		
Total FTEs	21	21
Total Part-Time Staff Members	107	132



# City of Pacifica 2016 – 2017 Budget

## PLANNING DEPARTMENT

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

**Department Divisions**

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

	<b>Amended 2015-2016</b>	<b>Proposed 2016-2017</b>
<b>General Fund Expenditures</b>		
Planning	\$ 788,400	\$ 1,800,900
Building Services	533,800	604,600
Code Enforcement	<u>283,000</u>	<u>289,500</u>
<b>General Fund Expenditure Total</b>	<b>\$ 1,605,200</b>	<b>\$ 2,695,000</b>
 <b>General Fund Cost Recovery</b>		
General Fund Expenditure Total	\$ 1,605,200	\$ 2,695,000
General Fund Department Revenue Total	1,163,300	2,471,000
<b>Cost Recovery</b>	<b>72.5%</b>	<b>91.7%</b>
 <b>Total Staffing for Department</b>		
Funded FTEs	7	7



# City of Pacifica 2016 – 2017 Budget

## POLICE DEPARTMENT

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

### Department Divisions

The Department has two divisions, Field Services and Investigations/Administration. Patrol Services, Traffic and Community Policing are in the Field Services Division. Records, Fiscal Management, Training, Technical Support, Investigations, Juvenile, Evidence, Property and Communications are in the Investigations/Administration Division. Police Reserves, Explorers and Citizen Volunteers also provide key assistance with several of these programs.

	<b>Amended 2015-2016</b>	<b>Proposed 2016-2017</b>
<b>General Fund Expenditures:</b>		
Juvenile Services	\$ 264,400	\$ 273,800
Investigation Services	976,000	1,147,800
Narcotics Task Force	79,900	73,000
Communications	791,500	783,400
Records	463,300	464,100
Disaster Preparedness	164,300	169,100
Patrol Services	5,875,900	6,036,400
Traffic Safety Services	197,900	194,300
Crime Prevention	64,800	44,400
General Fund Expenditure Totals	<b>\$ 8,878,000</b>	<b>\$ 9,186,300</b>
<b>General Fund Cost Recovery:</b>		
General Fund Expenditure Total	\$ 8,878,000	\$ 9,186,300
General Fund Departmental Revenue Total	\$ 300,184	\$ 324,500
<b>Cost Recovery</b>	3.4%	3.5%
<b>Total Staffing for Department (FTE)</b>		
Funded FTEs	37	37

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





# City of Pacifica 2016 – 2017 Budget

## PUBLIC WORKS DEPARTMENT

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

**Department Divisions**

A change to the Public Works organizational structure is proposed in this year’s budget. In addition to Field Services and Engineering, Wastewater Treatment Operations has been added to the department. Wastewater includes the operation of the Calera Creek water treatment plant and management of the collection system. Field Services oversees the maintenance of city streets, parks, tress, vehicles and public facilities. Engineering manages public infrastructure projects, transportation planning and traffic engineering, and provides emergency management technical services during natural disasters and maintenance and repair of the City’s infrastructure. The 26.5 Public Works Department staff are supported from a number of funds; shown here is the General Fund portion only. The Wastewater budget will continue to be shown separately this year.

**Staffing Changes:**

- In order to promote succession planning within Public Works, the budget proposes to reclassify 2.0 Maintenance Worker I positions to Maintenance Worker II. No additional appropriation is requested.
- The budget adds 1.0 Public Works Deputy Director and transfers 0.5 Public Works Director to the Sewer Charge Fund (Wastewater Treatment Plant Fund 18); increases the PW budget by \$80,000.

	<b>Amended 2015-2016</b>	<b>Proposed 2016-2017</b>
<b>General Fund Expenditures</b>		
Engineering Services	\$ 619,400	\$ 691,500
Streets, Traffic Maintenance, Tree Services	438,400	500,400
Building Maintenance & Improvement Services	437,100	495,600
Pier and Beaches Maintenance	103,900	114,100
City Parks and Playfields	849,000	987,500
Street Light Services	<u>25,800</u>	<u>27,500</u>
<b>General Fund Expenditure Total</b>	<b>\$2,473,600</b>	<b>\$2,817,000</b>
<b>General Fund Cost Recovery</b>		
General Fund Expenditure Total	\$ 2,473,600	\$ 2,817,000
General Fund Department Revenue Total	193,500	189,100
Cost Recovery	7.8%	6.7%
<b>Total Staffing for Department</b>		
Funded FTE’s	26	26.5



# City of Pacifica 2016 – 2017 Budget

## NORTH COUNTY FIRE AUTHORITY

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

**NCFCA Bureaus and Divisions**

The North County Fire Authority provides fire services to 3 cities: Daly City, Brisbane, and Pacifica. It consists of the Operations Bureau, Support and Administrative Services Bureau and Fire Prevention Services Bureau.

	<b>Amended 2015-2016</b>	<b>Proposed 2016-2017</b>
<b>General Fund Expenditures</b>		
Fire Emergency Services	\$5,388,000	\$5,668,000
Fire Non-Emergency Services	119,500	129,400
Paramedic Services Coordinator	<u>281,100</u>	<u>300,600</u>
<b>General Fund Expenditure Total</b>	<b>\$5,788,600</b>	<b>\$6,098,000</b>
<b>General Fund Cost Recovery</b>		
General Fund Expenditure Total	\$5,788,600	\$6,098,000
General Fund Department Revenue Total	481,600	513,700
<b>Cost Recovery</b>	<b>7.5%</b>	<b>8.4%</b>
<b>Total Staffing for Department</b>		
Funded FTEs	26	26



# City of Pacifica 2016 – 2017 Budget

## WASTEWATER TREATMENT PLANT AND COLLECTIONS

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

**Department Divisions**

A change to the Wastewater Treatment Operations organizational structure is proposed in this year’s budget. Wastewater Treatment Operations has been merged into the City’s Public Works department. Wastewater includes the operation of the Calera Creek water treatment plant and management of the collection system. The Department has two divisions: Plant Operation and Collection System.

	<b>2015-2016</b>	<b>2016-2017</b>
<b>WWTP Fund 18 Expenditures - Operations</b>		
Plant Operations & Maintenance	\$7,956,000	\$8,124,000
Collection System Operations & Maintenance	2,657,000	3,025,000
Debt Service	2,854,000	2,851,000
<b>Expenditures Total</b>	<b>\$13,467,000</b>	<b>\$14,000,000</b>
<b>Cost Recovery</b>		
Expenditures - Operations	\$13,467,000	\$14,000,000
Revenues		
Revenues - Operations	14,054,237	12,400,000
Transfer from Fund 34	0	1,600,000
Total Revenues	14,054,237	14,000,000
<b>Cost Recovery</b>	<b>104.4%</b>	<b>100.0%</b>
To WWTP Construction Fund 34	*TBD	\$0
<b>Total Staffing for Department</b>		
Funded FTE	26	27.5

*\*This amount is to be determined based on capital needs during fiscal year 2015-16.*

# ALL FUNDS SUMMARY 2016-2017



ADOPTED  
JUNE 13, 2016

**City of Pacifica**  
**All Funds Budget Summary**  
**Fiscal Year 2016-17**

<b>Fund #</b>	<b>Fund Name</b>	<b>Estimated Ending Undesignated Fund Balance 6/30/2016</b>	<b>Proposed Revenues/ Transfers In 2016-2017</b>	<b>Proposed Expenditures/ Transfers Out 2016-2017</b>	<b>Estimated Ending Undesignated Fund Balance 6/30/2017</b>
01	<b>General Fund (undesignated)</b>	\$2,379,507	\$30,711,000	\$30,711,000	\$2,379,507
	<i>Other selected components of the General Fund Balance*</i>				
	<i>Reserve--General Fund (new policy for 2013-14) - \$0</i>	-	-	-	-
	<i>Reserve--Designated for Childcare - \$753,000</i>	-	-	-	-
	<i>Reserve--Narc Forfeiture - \$51,000</i>	-	-	-	-
	<i>Reserve--Legal (new for 2014-15) - \$100,000</i>	-	-	-	-
	<i>Reserve for Advance-RDA - \$2,467,000</i>	-	-	-	-
38	<b>Disaster Accounting Fund</b>	(1,502,936)	3,824,000	3,824,000	(1,502,936)
<b>Special Revenue Funds</b>					
07	Supplemental Law Enforcement Svcs Fund	98,736	100,000	127,861	70,875
10	Gas Tax Maintenance Fund	716,708	795,000	1,027,000	484,708
16	NPDES Stormwater Fund	1,000	216,000	195,500	21,500
24	Housing In-Lieu Fund	307,391	-	15,000	292,391
25	Parking In-Lieu Fund	21,051	-	-	21,051
30	Excess ERAF Fund	1,793,000	-	488,000	1,305,000
<b>Capital Project Funds</b>					
09	Street Construction Fund**	3,037,384	1,145,000	863,500	3,318,884
12	Highway 1 Improvement Fund	77,476	1,030,000	1,030,000	77,476
14	Manor Drive Improvement Fund	949,303	1,000	530,050	420,253
19	Planned Local Drainage Fund	638,568	1,000	3,000	636,568
22	General Capital Improvement Fund**	(1,865,619)	3,390,000	3,505,100	(1,980,719)
23	Frontierland Remediation Fund	1,364,566	75,000	385,816	1,053,750
26	Parks and Playfield in-Lieu Fund	-	378,400	25,000	353,400
<b>Debt Service Funds</b>					
40	Debt Service Fund	1,065,753	4,100,000	4,100,000	1,065,753
<b>Trust Fund</b>					
27	Roy Davies Trust Fund***	3,459,651	1,900	-	3,461,551
28	PB&R Special Revenue	129,000	-	-	129,000
<b>Enterprise Funds</b>					
18	Sewer Charge Fund	15,117,866	14,000,000	14,000,000	15,117,866
34	Sewer Facility Construction Fund****	8,392,714	3,450,000	9,390,000	2,452,714
<b>Total WWTP Funds</b>		<b>23,510,580</b>	<b>17,450,000</b>	<b>23,390,000</b>	<b>17,570,580</b>

**City of Pacifica  
All Funds Budget Summary  
Fiscal Year 2016-17**

<b>Fund #</b>	<b>Fund Name</b>	<b>Estimated Ending Undesignated Fund Balance 6/30/2016</b>	<b>Proposed Revenues/ Transfers In 2016-2017</b>	<b>Proposed Expenditures/ Transfers Out 2016-2017</b>	<b>Estimated Ending Undesignated Fund Balance 6/30/2017</b>
35	Beach Parking Enterprise Fund	18,277	\$594,500	\$537,000	75,777
<b>Internal Service Funds</b>					
65, 66, 67	Self Insurance Funds	1,983,324	1,316,000	1,362,500	1,936,824
71, 72	Motor Pool Funds	2,776,867	\$1,308,100	\$1,555,000	2,529,967
<b>TOTAL - ALL FUNDS</b>		<b>40,959,587</b>	<b>66,436,900</b>	<b>73,675,327</b>	<b>33,721,160</b>

**NOTES**

\*Reflects selected components from other categories of the General Fund Balance. We would like also note that the loan from General Fund to Redevelopment Agency is not expected to be repaid in full but partial payment may be possible; resolution expected during 2016-17 fiscal year.

\*\*These fund balances contain the impact of interest accruing on the Interfund loan from Fund 09 to Fund 22 of \$2,218,700, approved by Council in November 2003. The staff report indicated repayment of 2.0% annual interest on the principal, payable from Fund 22 to Fund 9. However, the annual interest payable has not been paid or accrued since the inception of the loan. The outstanding interest payable since November 2003 through June 2016 is approximately \$631K. Although the annual amount of interest (\$44,374) is typically displayed in the Fund's balance sheet we have reflected it in the expenditure column of this schedule only to show its ultimate impact on the fund balance. As a result, the impact of this interest accrual since the inception of the loan is reflected in the 06/30/16 and 06/30/17 projected fund balances for both funds.

Principal Outstanding, payable from Fund 22 to Fund 09 = \$ 2,218,700  
 Interest Outstanding, payable from Fund 22 to Fund 09 = \$ 630,919  
 Annual Interest Accrual = \$ 44,374

\*\*\*Reflects expenditures from interest earnings only

\*\*\*\*Expenditures for 2016-17 include \$794,000 loan to General Fund for Pension Obligation Bond payments as described in 2016-17 General Fund Budget.



## All Funds -- Fund Descriptions

### ALL FUNDS

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

### SPECIAL REVENUE FUNDS

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

- 26. Park In-Lieu Fund:** The Park and Recreational Fees are imposed on private residential development projects to purchase and construct additional parks, recreational facilities, and open space to offset the impact on the need for these facilities created by new residential development. These improvements and land acquisitions include parks, mini parks, beach areas, land acquisitions, open space, sport fields, tot lots, play equipment, rehabilitation of existing facilities and other related facilities and improvements.
- 30. Excess Education Augmentation Revenue Funds (Excess ERAF Fund):** San Mateo County collects property taxes and deposits a portion into Education Augmentation Revenue Fund (ERAF) to fund K-12 schools and community colleges. Excess ERAF is the revenue that remains after all schools receive funding that meets the State mandated funding levels. Excess ERAF revenues are returned to the taxing entity (City) from which it was collected. However, recent legislation changed how property taxes are distributed for school funding and eventually eliminates Excess ERAF and its subsequent distribution to cities. Therefore, starting in 2011, San Mateo County advised cities and other agencies to begin treating these revenues as “one-time funds” and not to include them in the operating budget as ongoing revenues because the funds are not expected to continue indefinitely. City staff adopted this approach in FY2014-15 and continues to treat these funds as “one-time” in nature going forward.

#### **CAPITAL PROJECT FUNDS**

- 09. Street Construction Fund:** Supported by Measure A tax dollars voted on by residents of San Mateo County since 1988. These funds are used to maintain local streets and roads by paving streets, repair potholes and sidewalks, promote and operate alternative modes of transportation such as shuttles, bicycling and pedestrian programs. It also can be used to develop and implement traffic operations and safety projects such as signal coordination, bike and pedestrian safety projects that eliminate hazardous conditions and acquiring right-of-way.
- 12. Highway 1 Improvement Fund:** Imposes a fee on private developments to defray the costs of constructing traffic congestion relief improvements along Highway 1 from Westport Drive to the southern city limits. These improvements are necessary to handle the increase in traffic volume resulting from future building activity in the city. They include construction of necessary frontage roads, bicycle/pedestrian paths and appurtenances.
- 14. Manor Drive Improvement Fund:** The Manor Drive/Palmetto Avenue/Oceana Boulevard Intersections Improvement Fees are imposed on private development projects, north of Paloma Avenue, to pay for improvements at the Manor Drive overcrossing to adequately handle the traffic volumes based on future development within the area. These improvements include the possible signalization and widening of the Manor Drive overcrossing, provide sidewalks, guardrails, traffic striping and signing.
- 19. Planned Local Drainage Fund:** The Planned Drainage Facilities Fee is imposed on private development projects to defray the costs of constructing and/or upgrading stormwater drainage facilities, required to adequately handle the increased flows resulting from future building activity within the city. These include capacity increasing storm drainage improvements within existing creeks, channels, reservoirs, storm drain lines, culverts, catch basins, drainage swales, pump stations, headwalls, etc.



22. **Capital Improvement Fund:** The Capital Improvement Fee is imposed on private development projects to defray the costs of constructing capital improvements required to accommodate the increased need for community services resulting from future building activity in the city. Samples of capital improvements projects include construction of the Palmetto Streetscape, Civic Center, New Library, Fire Stations, etc.
23. **Frontierland Remediation:** The Frontierland Park remediation fee is used by the City to fund remediation efforts related to the closed landfill site at this location. Recology of the Coast, the City's recyclable/organic materials and solid waste collection franchisee pays the City a remediation fee of \$6,250 per month (\$75,000 annually).

#### **DEBT SERVICE FUND**

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

#### **TRUST FUND**

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

#### **ENTERPRISE FUNDS**

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

## **INTERNAL SERVICE FUNDS**

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

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

### **71, 72. Motor Pool Operations and Replacement Funds:**

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

**PENSION OBLIGATION BONDS  
LOAN AND REPAYMENT PLAN  
2016-2017**



**ADOPTED  
JUNE 13, 2016**



## Explanation of loan between Fund 34 Sewer Facility Construction Fund and Fund 01 General Fund

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### Pension Obligation Bonds (POBs) Issued in 2010 to Help Balance the Budget

In 2010, the City of Pacifica issued Pension Obligation Bonds (POBs) as a budget balancing strategy. Paying off the City's unfunded liability to the California Public Employee Retirement System (CalPERS) as calculated at that time was estimated to save the City approximately \$86,000 per year.

Bonds were issued in three groups—Fire Safety, Police Safety and Miscellaneous (all non-safety employees) and the total liability amount for each group at that time follows:

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

They are separated because each group is covered by a different pension plan and a different pension benefit.

### POB Repayment Schedule

These bonds were issued through the typical municipal bond process and to be repaid via existing City revenues. The repayment plan was structured to repay the Fire POBs over 9 years, the Police POBs over 7 years and the Miscellaneous POBs over 20 years. The repayment amounts and schedule is shown below.

The impact of the POB repayment on the budget is more heavily weighted in the early years of repayment than in later years, i.e., in 2010-11, the repayment amount is just over \$2.2 million. In 2017-18, when the Police POBs are paid off, the total amount drops to \$1.78 million. In 2019-20, the Fire POBs are paid off and the total payment drops again, this time to \$1.1 million. (See the section entitled "Payments from the General Fund w/o loan" on page POB 3 - Pension Obligation Bonds Loan and Repayment Plan.)

Most of the POB repayment cost fell to the General Fund since most employee costs come from that fund.

## **Explanation of loan between Fund 34 Sewer Facility Construction Fund and Fund 01 General Fund (continued)**

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### **Interfund Loan Approved as Part of 2014-15 Budget**

In Spring 2014, while developing the 2014-15 Budget, the City projected a significant budget shortfall in the General Fund. As staff looked at all City obligations over the coming years, the POB repayment stood out as an opportunity for an interfund loan to help spread out the impact on the General Fund.

Without a loan to restructure the impact on the General Fund, the City may have been forced to make budget reductions that would then be undone a few years later when the Police and Fire POBs were paid off. Most likely, the budget reductions would have meant service changes and staff layoffs.

As part of that budget process, staff recommended and Council approved, an interfund loan from Fund 34 to the General Fund (see section on Attachment 1 entitled "Payments from General Fund with loan"). In the first three years of the loan, Fund 34 transfers funds into the General Fund. Then starting in 2017-18, the General Fund begins paying back the loan to Fund 34 and by 2020-21, the loan is fully repaid.

This arrangement had (and continues to provide) the benefit of smoothing the payment impact on the General Fund to be a more constant amount of approximately \$2 million per year (\$1.86 million to \$2.06 million over the seven years).

### **Interfund Loan Repaid by 2020-21 with Interest**

The total amount borrowed is shown on the Pension Obligation Bonds Loan and Repayment Plan table as \$2,127,437 with interest set to what the City's investments were receiving at the time (.05% annually) for total interest of \$43,872.

This loan has become part of the adopted budget each year in order to provide a high level of transparency to the community and ensure that the terms of the loan are clear.

CITY OF PACIFICA

PENSION OBLIGATION BONDS LOAN AND REPAYMENT PLAN

LOAN FROM FUND 34 TO GENERAL FUND

PAYMENTS - ALL FUNDS		2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Payments from General Fund w/o loan</b>									
Police		\$879,548	\$908,133	\$987,593	\$0	\$0	\$0	\$0	
Fire		\$667,108	\$688,789	\$711,175	\$734,288	\$758,153	\$0	\$0	
Misc		\$956,507	\$987,593	\$1,019,690	\$1,052,830	\$1,087,047	\$1,122,376	\$1,158,853	
Total Annual Payments		\$2,503,163	\$2,584,515	\$2,718,458	\$1,787,118	\$1,845,200	\$1,122,376	\$1,158,853	
<b>Payments from General Fund with loan</b>									
Police		\$396,468	\$396,468	\$396,468	\$396,468	\$396,468	\$396,468	\$396,468	
Fire		\$508,502	\$508,502	\$508,502	\$508,502	\$508,502	\$508,502	\$508,502	
Misc		\$956,507	\$987,593	\$1,019,690	\$1,052,830	\$1,087,047	\$1,122,376	\$1,158,853	
Total Annual Payments		\$1,861,477	\$1,892,563	\$1,924,660	\$1,957,800	\$1,992,017	\$2,027,346	\$2,063,823	
<b>Annual Loan/Repayment - Fund 34</b>		<b>\$641,686</b>	<b>\$691,952</b>	<b>\$793,798</b>	<b>(\$170,682)</b>	<b>(\$146,817)</b>	<b>(\$904,970)</b>	<b>(\$904,970)</b>	
<b>Total loan/Repayment Principal</b>				\$2,127,437				-\$2,127,437	
<b>Total Loan</b>	<b>\$2,127,437</b>	Loan Amount	\$641,686	\$1,333,639	\$2,127,437	\$1,956,756	\$1,809,939	\$904,970	\$0
<b>Total Interest</b>	<b>\$43,872</b>	.05% interest	\$3,208	\$6,668	\$10,637	\$9,784	\$9,050	\$4,525	0

**MASTER FEE AND CHARGES  
SCHEDULE  
2016-2017**



**ADOPTED  
MAY 23, 2016**

**City of Pacifica  
2016-2017 Fees & Charges Master Schedule**

Fee Description	Adopted 2016-2017	Adopted 2015-2016
<b>CITY CLERK</b>		
<b>City Council Agenda Packets</b>		
One meeting packet	<i>Delete</i>	45.00
Photocopies (per page)	0.25	0.25
<b>Storage Media Fee (CDs, thumb drives, etc.)</b>	<b>5.00</b>	
Pacifica Municipal Code	<i>Delete</i>	181.00
Annual Code Maintenance Fee	<i>Delete</i>	90.00
Ordinances and Resolutions	<i>Delete</i>	0.25
City Council Agenda Packets	<i>Delete</i>	1,091.00
Appeals to the City Council	<b>350.00</b>	<b>200.00</b>
<b>FINANCE</b>		
<b>Fireworks Permit</b>		
Part 1 (Per Booth due March 31)	\$ 787.00	\$ 787.00
Part 2	8% of gross receipts due September 1	8% of gross receipts due September 1
<b>Business License</b>		
See the Finance Department for fee calculation		
<b>Annual Budget</b>		
Photocopies (per page)	0.25	0.25
<b>Storage Media Fee (CDs, thumb drives, etc.)</b>	5.00	5.00
On Website	Free	Free
<b>Non-Sufficient Funds Charge</b>	25.00	25.00



**City of Pacifica  
2016-2017 Fees & Charges Master Schedule**

Fee Description	Adopted 2016-2017	Adopted 2015-2016
<b>PLANNING (increase by CPI to the whole dollar)</b>		
<b>Planning Division</b>		
<b>Planning / Engineering Hourly Rate</b>	\$ 195.00	\$ 189.00
All development applications shall require a deposit based on estimated number of staff hours to process an application (including materials, postage, etc.). The deposit will be expended during application processing according to the adopted hourly rate, billed at each quarter hour. Additional funds may be requested if necessary. Remaining deposit will be returned at project completion.	Deposit based on estimated number of staff hours.	Deposit based on estimated number of staff hours.
City Attorney's Review of Projects and Permits - If necessary, an additional deposit amount will be required for City Attorney review of projects.	Deposit based on estimated number of attorney hours. Hourly cost of Contract Attorney	Deposit based on estimated number of attorney hours. Hourly cost of Contract Attorney
Study Sessions - payment of deposit and staff hourly rate as stipulated above. Commercial projects or the commercial portion of a mixed-use project that received final building inspection approval shall be entitled to a refund. If the projects is 50% commercial, they should get a 50% refund hourly cost plus materials for the study session;	Payment of deposit and staff hourly rate as stipulated above	No change
Request for extension of Development Application permits	\$ 585.00	567.00
Applicant shall pay CEQA document filing fees adopted by the San Mateo County Clerk and California Department of Fish and Wildlife. These fees are pass through to other agencies and amounts are not controlled by the City of Pacifica. See Planning Division staff for current fee schedules or visit <a href="https://www.wildlife.ca.gov/Conservation/CEQA/Fees">https://www.wildlife.ca.gov/Conservation/CEQA/Fees</a>	Fees as adopted by State of California and San Mateo County Clerk.	
<b>Specialized Planning Services inc. Environmental Document Preparation with Supporting Technical Studies</b>		
Applicant shall pay full consultant cost plus 10% of contract amount for administration	Contract amount plus 10% admin fee	
<b>General Planning Fees</b>		
General Research Fee	\$195/hr, plus actual material cost \$97	\$189, plus actual material cost
Business License request for zoning consistency	New fee required if License is denied and resubmitted	189.00
Home Occupation Permits	\$97	189.00
Other Administrative Permits; hourly cost plus actual material cost.	195/hr	189.00
General Plan maintenance fee	See Building Division section of schedule	See Building Division section of schedule
Review of Building Permit	\$195/hr	94.50
Zoning verification letter	\$97.00	50% of hourly rate after CPI/CCI increase.
Biennial Wireless Communications Facility Certification (PMC 9-4.2608(a)(7))	\$195/hr	189.00
Banner /Temporary Signage Requests	\$195/hr	94.50
Requests for Public Necessity and Convenience Determinations for ABC License	585.00	189.00
Special Events on Private Property	585.00	567.00
Pumpkin /X-Mas Tree Lots	585.00	567.00

**City of Pacifica  
2016-2017 Fees & Charges Master Schedule**

Fee Description	Adopted 2016-2017	Adopted 2015-2016
<b>Growth Management Allocations pursuant to PMC Title 9, Chapter 5</b>	585.00	567.00
<b>Mobile Home Fair Return Adjustment Requests</b>	Deposits and payment of actual costs based on estimated number of staff hours, Hearing Officer costs, and City Attorney costs.	Deposits and payment of actual costs based on estimated number of staff hours, Hearing Officer costs, and City Attorney costs.
<b>General</b>		
Planning Agenda Packets and Planning Related Documents	Actual Cost of Reproduction	Actual Cost of Reproduction
Code Books or Other Technical Manuals	Publisher's Cost + 10% Handling Fee	Publisher's Cost + 10% Handling Fee
<b>Building Division</b>		
<b>Building Permit Fee (Based on Dollar Valuation)**</b>		
\$1.00 to \$500	\$55.00	\$53.00
\$501 to \$2,000	\$55.00 for first \$500 plus \$4.00 for each additional \$100 or fraction thereof.	\$53.00 for first \$500 plus \$4.00 for each additional \$100 or fraction thereof.
\$2,001 to \$25,000	\$111.00 for first \$2,000 plus \$17.00 for each additional \$1,000 or fraction thereof.	\$108.00 for first \$2,000 plus \$16.00 for each additional \$1,000 or fraction thereof.
\$25,001 to \$50,000	\$487.00 for first \$25,000 plus \$15.00 for each additional \$1,000 or fraction thereof.	\$472.00 for first \$25,000 plus \$15.00 for each additional \$1,000 or fraction thereof.
\$50,001 to \$100,000	\$869.00 for first \$50,000 plus \$8.00 for each additional \$1,000 or fraction thereof.	\$842.00 for first \$50,000 plus \$8.00 for each additional \$1,000 or fraction thereof.
\$100,001 to \$500,000	\$1,304.00 for first \$100,000 plus \$7.00 for each additional \$1,000 or fraction thereof.	\$1,264.00 for first \$100,000 plus \$7.00 for each additional \$1,000 or fraction thereof.
\$500,001 to \$1,000,000	\$4,355.00 for first \$500,000 plus \$6.00 for each additional \$1,000 or fraction thereof.	\$4,220.00 for first \$500,000 plus \$6.00 for each additional \$1,000 or fraction thereof.
\$1,000,000 and above	\$7080.00 for first \$1,000,000 plus \$5.00 for each additional \$1,000 or fraction thereof.	\$6,860.00 for first \$1,000,000 plus \$5.00 for each additional \$1,000 or fraction thereof.
** Building Valuation Data Standards are published by ICBO Standards. Construction cost is adjusted by regional modifiers. Pacifica uses Western U.S., California - San Francisco Area).		

**City of Pacifica  
2016-2017 Fees & Charges Master Schedule**

Fee Description	Adopted 2016-2017	Adopted 2015-2016
<b>Plan Check and Other Building Permit and Inspection Fees</b>		
Plan Check fee	65% of Permit Fee	65% of Permit Fee
Building Standards Administrative Fee	\$1 per \$25001	\$1 per \$25001
Education Fee	\$2 per permit	\$2 per permit
General Plan Maintenance	0.05% of construction value	0.05% of construction value
Archive Fee	\$15 plus one dollar per plan page for sheets larger than 11x17	\$15 plus one dollar per plan page for sheets larger than 11x17
Certified Assess Specialist Consultation Fee	Actual Consultant Cost + 10% Administrative Fee	Actual Consultant Cost + 10% Administrative Fee
Hourly plan check fee - Planning, Engineering, Wastewater, etc.	\$195.00	\$189.00
Swimming Pools and Spas	Building Permit fee based on contract valuation. All other applicable fees apply	Building Permit fee based on contract valuation. All other applicable fees apply
Inspections outside normal business hours	Time and a half, Four hour minimum	Time and a half, Four hour minimum
Grading Permits	Fees based on 2013 Building Code Table	Fees based on 2013 Building Code Table
Changes to existing permits	Hourly plan review fees based on rates for all Departments required to review revised permit. Additional Building Permit fees may apply if valuation is affected by modification.	Hourly plan review fees based on rates for all Departments required to review revised permit. Additional Building Permit fees may apply if valuation is affected by modification.
Inspection Fee. Hourly with a minimum 30 minutes.	\$118.00	\$114.30
Building without Permit	Double Building Permit Fee	Double Building Permit Fee
See Engineering for other encroachment, plan check, drainage fee, and other applicable fees		

**City of Pacifica  
2016-2017 Fees & Charges Master Schedule**

Fee Description	Adopted 2016-2017	Adopted 2015-2016
<b>Solar Photovoltaic System</b>		
Residential	Project Valuation not to exceed \$500	Project Valuation not to exceed \$500
Commercial	Project Valuation not to exceed \$1,000	Project Valuation not to exceed \$1,000
<b>Strong-Motion Instrumentation Program (SMIP) Fees pursuant to California Codes, Public Resources Code Section 2700-2709.1</b>		
SMIP (All other structures)	0.00028 of valuation	0.00028 of valuation
SMIP (Residential up to three stories)	0.00013 of valuation	0.00013 of valuation
<b>Electrical Permit Fees</b>		
Private Swimming Pools	67.00	65.00
Nonresidential Appliances; cost for each	6.00	6.00
Temporary Power Service; cost for each	33.00	32.00
(N) Residential Bldg.; cost per square foot	0.10	0.10
Electrical Services (<=200 AMP); cost for each	42.00	41.00
Electrical Services (<200 to 1000 AMP); cost for each	86.00	83.00
Electrical Services (<1000 AMP); cost for each	173.00	168.00
Residential Appliances; cost for each	6.00	6.00
(N) Multi-Family Bldg.; cost per square foot	0.10	0.10
Signs, Outline Lighting and Marquees; cost for each	25.00	24.00
Misc. Apparatus, Conduits and Conductors; cost for each	26.00	25.00
Light Fixtures (First 20 fixtures); cost for each	1.00	1.00
Light Fixtures (Additional fixtures); cost for each	1.00	1.00
Power Apparatus (Up to and including 1)	6.00	6.00
Power Apparatus (Over 1 and not over 10)	18.00	17.00
Power Apparatus (Over 10 and not over 50)	34.00	33.00
Power Apparatus (Over 50 and not over 100)	69.00	67.00
Power Apparatus (Over 100)	104.00	101.00
Receptacles, Switch & Light Outlets (First 20 fixtures); cost for each	1.00	1.00
Receptacles, Switch & Light Outlets (Additional fixtures)	1.00	1.00
Electrical Permit Issuance; cost for each	34.00	33.00
Electrical Permit Issuance (Special Cases)	12.00	12.00
<b>Mechanical Permit Fees</b>		
Furnace (<=100k BTU)	24.00	23.00
Furnace (>100k to 500k BTU)	29.00	28.00
Appliance Vents	11.00	11.00
Boilers, Compressors, and Absorption Systems (<=3hp or 100k BTU)	22.00	21.00
Boilers, Compressors, and Absorption Systems (<=15hp or 500k BTU)	40.00	39.00
Boilers, Compressors, and Absorption Systems (<=30hp or 1000k BTU)	56.00	54.00
Boilers, Compressors, and Absorption Systems (<=50hp or 1750k BTU)	82.00	79.00
Boilers, Compressors, and Absorption Systems (>=50hp or 17500k BTU)	82.00	79.00
Hood	18.00	17.00
Air Handlers (<=10k CFM)	18.00	17.00
Air Handlers (>10k CFM)	28.00	27.00
Evaporative Cooler	18.00	17.00
Vent Fan (Single Duct)	11.00	11.00
Vent System	18.00	17.00
Incinerators (Residential)	18.00	17.00
Incinerators (Comm)	18.00	17.00
Miscellaneous Mechanical	18.00	17.00
Mechanical Permit Issuance	34.00	33.00
Mechanical Permit Issuance (Special Cases)	12.00	12.00

**City of Pacifica  
2016-2017 Fees & Charges Master Schedule**

Fee Description	Adopted 2016-2017	Adopted 2015-2016
<b>Plumbing Permit Fees</b>		
Fixtures & Vents;	11.00	11.00
Fixtures & Vents (Repair/Alteration)	11.00	11.00
Cesspool	15.00	15.00
Sewage Disposal System	60.00	58.00
Grease Interceptors	10.00	10.00
Rainwater systems	15.00	15.00
Water Piping	15.00	15.00
Water heater	15.00	15.00
Public Spa	91.00	88.00
Gas Piping	8.00	8.00
Public Pool	137.00	133.00
Private Pool	91.00	88.00
Private Spa	91.00	88.00
Sewer	24.00	23.00
Backflow	15.00	15.00
Backflow device over 2"	15.00	15.00
Miscellaneous Plumbing	15.00	15.00
Plumbing Permit Issuance; cost for issuing each permit.	34.00	33.00
Plumbing Permit Issuance (Special Cases). For issuing each supplemental permit for which the original permit has not expired, been cancelled or finalized.	12.00	12.00
<b>New Construction Development Impact Fees (calculated by Public Works, Engineering Division)</b>		
<b>Highway 1 Improvement Fee (PMC 8-15.04)</b>		
Contact Engineering Division for fee calculation	Contact Engineering Division for fee calculation	
(a) Primary Impacting Area.	Delete	
(1) Per new residential unit (average of 1,000 square feet) .....	Delete	2,153.00
(2) Per new second residential unit .....	Delete	1,076.00
(3) Per new commercial unit (per 1,000 square feet of gross floor area) .....	Delete	861.00
(b) Secondary Impacting Area.	Delete	
(1) Per new residential unit (average of 1,000 square feet) .....	Delete	718.00
(2) Per new second residential unit .....	Delete	359.00
(3) Per new commercial unit (per 1,000 square feet of gross floor area) .....	Delete	282.00
	Delete	

**City of Pacifica  
2016-2017 Fees & Charges Master Schedule**

Fee Description	Adopted 2016-2017	Adopted 2015-2016
<b>In-Lieu Park Dedication Fee (PMC 10-1.803 and 8-19.02)</b>		
Contact Engineering Division for fee calculation		
<b>Oceana/Manor/Palmetto Mitigation Fee (PMC8-18.04)</b>		
Contact Engineering Division for fee calculation		
See Engineering Section for other encroachment, plan check, drainage fee, and other applicable fees		
<b>Capital Improvement Fee</b>	As required by Pacifica Municipal Code Title 7,	As required by Pacifica Municipal Code Title 7,
<b>Sewer Connection, Inspection, and Plan Check Fees</b>	See Wastewater Treatment Plant Section of Master Fee	See Wastewater Treatment Plant Section of Master Fee
<b>Code Enforcement</b>		
Administrative Citations (PMC1-6.06)		
First Violation	100	100
Second Violation	200	200
Third Violation	500	500
Misdemeanor Citation	1,000	1,000
Late Fees - Failure to pay a civil fine within 10 calendar days of their issuance when not contested or within 10 calendar days following decision on an appeal to uphold the citation . shall result in the following late charge.	50% of fine, plus full fine amount	50% of fine, plus full fine amount
Public Nuisance Abatement Assessment	Actual abatement cost - 100% to property owner	Actual abatement cost - 100% to property owner

**City of Pacifica  
2016-2017 Fees & Charges Master Schedule**

Fee Description	Adopted 2016-2017	Adopted 2015-2016
<b>POLICE (fees are established by statute)</b>		
<b>False Alarms</b>		
First Response	No Charge	No Charge
Second through fifth responses	125.00	125.00
Six or more responses	195.00	195.00
<b>False Alarms without permit</b>		
First Response	No Charge	No Charge
Second through fifth responses	195.00	195.00
Six or more responses	195.00	195.00
<b>Photograph (digital)</b>		
First Page of Photographs (4 to a page)	22.00	22.00
Subsequent pages of photographs (4 to a page)	7.00	7.00
Disc of photos	30.00	30.00
<b>Arcade Permit</b>		
Annual Renewal Fee	49.00	49.00
Application Fee	29.00	29.00
<b>Block Party Permits</b>		
	50.00	50.00
<b>Masseur/Masseuse</b>		
New -Non State Certified	162.00	162.00
Non-State Certified Live Scan (Plus DOJ & FBI Fee)	30.00	62.00
New - State Certified	50.00	50.00
Renewal Fee-Non State Certified	50.00	50.00
Renewal Fee - State Certified	25.00	25.00
Massage Trainee - Non-State Certified	162.00	162.00
<b>Massage Parlor/Outcall</b>		
New -Non State Certified	331.00	331.00
Non-State Certified Live Scan (Plus DOJ & FBI Fee)	30.00	62.00
New - State Certified	50.00	50.00
Renewal Fee-Non State Certified	100.00	100.00
Renewal Fee - State Certified	25.00	25.00
<b>Administrative Fee for Firearms (Per Penal Code 12021.3J)</b>		
For release to owner	384.00	384.00
<b>Taxi Cab Operation</b>		
Permit / Background Investigation	129.00	129.00
Taxi Cab Permit Live Scan (Plus DOJ & FBI Fee)	30.00	62.00
Vehicle Inspection	99.00	99.00

**City of Pacifica  
2016-2017 Fees & Charges Master Schedule**

Fee Description	Adopted 2016-2017	Adopted 2015-2016
<b>General</b>		
Case Reports (Per Public Records Act)	No Charge	No Charge
Good conduct letter for Visa (record review)	53.00	53.00
Bingo Permit: New	29.00	29.00
Bingo Permit: Annual Renewal Fee	29.00	29.00
Second Hand Dealers	130.00	130.00
Tow Service Contract	197.00	197.00
Tow Driver Live Scan ( <i>Plus DOJ &amp; FBI Fee</i> )	30.00	62.00
Alarm Permit	82.00	82.00
Alarm Permit Renewal	43.00	43.00
Application for Concealed Weapon (To be paid to licensing agency)	100.00	100.00
Application for Concealed Weapon: Renewal Fee (To be paid to licensing agency)	25.00	25.00
Fortune Telling	58.00	58.00
Audio   Video "CD/DVD" duplication	30.00	30.00
Private Property abatement	220.00	220.00
Vehicle Release Administrative Costs (all but victims)	133.00	133.00
General Research	83 .00/Per Hour	83 .00/Per Hour
Storage of Property (Per Civil Code 2080.1(b))	1.00/Per Day	1.00/Per Day
Tobacco Retailer License	76.00	76.00
Police Officer Subpoena (Per G.C. 68097.2)	275.00	275.00
Ink Roll Fingerprinting	30.00	30.00
Live Scan Fingerprinting	30.00	30.00
San Mateo County Booking Fee	Based on Current County	Based on Current County
DUI with Incident	Cost of hours and car	Cost of hours and car
Tape Transaction Cost of Outside Service	Cost of Outside Service	Cost of Outside Service
Dance Permit	49.00	49.00
Repossession Fee (Per G.C. 26751)	15.00	15.00



**City of Pacifica  
2016-2017 Fees & Charges Master Schedule**

Fee Description	Adopted 2016-2017	Adopted 2015-2016
<b>Municipal Code Violations</b>		
4-10.118(a)(5) Parked in Unmarked Parking	43.00	43.00
4-10.304(a) Parking w/o Valid Permit	43.00	43.00
4-7.1101(a) Parked in Posted No Parking Zone	43.00	43.00
4-7.1102(a) Making Repairs on Roadway	43.00	43.00
4-7.1104(b) Parking Where Prohibited	43.00	43.00
4-7.1106(b) No Parking on Narrow Street-Where Posted	43.00	43.00
4-7.1108(b) Parking in Violation of Temporary No parking Sign	43.00	43.00
4-7.1109(a) Parked the Wrong Way on One-Way Street	43.00	43.00
4-7.1109(b) Parked the Wrong Way on Divided Highway	43.00	43.00
4-7.1110(b) Improper Angle-Marked Angle Parking (Not within Marks)	43.00	43.00
4-7.1111 Failed to Curb Wheel – 3% Grade	43.00	43.00
4-7.1112 Trailer Parked over 12 Hours	78.00	78.00
4-7.1113(a) Selling from Vehicle without Permit	43.00	43.00
4-7.1114(b) Occupied Motorhome on Public Property	53.00	53.00
4-7.1201 Parked in Excess of Posted Limit	43.00	43.00
4-7.1203(2) Restricted parking (Council Chambers)	43.00	43.00
4-7.1302(b) Red Curb	43.00	43.00
4-7.1306(d) No Stopping/Standing/Parking in Bus Zone	43.00	43.00
4-7.1403 Operate vehicle on Fassler/Sharp Park Rd. with Weight over 14,000 GVWR	43.00	43.00
4-7.1404 Parking Commercial Vehicle in Commercial Area (0200-0600) 10,000 GVWR	78.00	78.00
5-1.13 Abandon Vehicle	203.00	203.00
5-2.03(a) Vehicle Parked over 72 Hours	43.00	43.00
5-13.03 Operate Vehicle - Private Property without written Permission	53.00	53.00
5-18.03 Operate/Park/Stand Vehicle Off Road (Beach Area)	53.00	53.00
9-4.2808(a) Parking on Residential Property (other than driveway)	43.00	43.00
9-4.2809(a) Parking Commercial in Residential Area Anytime (10,000 GVWR)	78.00	78.00
9-4.2809(b) No Parking in Vacant Lot	43.00	43.00
9-4.2809(e) Parking on Commercial Property. Not in Conjunction with Business	78.00	78.00
9-4.2801(a) Repairing Vehicle on Vacant Lot	43.00	43.00

**City of Pacifica  
2016-2017 Fees & Charges Master Schedule**

<b>Fee Description</b>	<b>Adopted 2016-2017</b>	<b>Adopted 2015-2016</b>
<b>Administrative Violations</b>		
4.3.202(a) Sale, Use, or Discharge of Fireworks First Offense	200.00	200.00
Second Offense	400.00	400.00
Third Offense	1,000.00	1,000.00
4-3.202(b) Possession of 25 pounds or less of <b>dangerous</b> fireworks*	1,000.00	1,000.00
4-3.203(a) Discharge of "safe and sane" fireworks during prohibited hours First Offense	200.00	200.00
Second Offense	400.00	400.00
Third Offense	1,000.00	1,000.00
4-3.203(b) Discharge of "safe and sane" fireworks at prohibited location First Offense	200.00	200.00
Second Offense	400.00	400.00
Third Offense	1,000.00	1,000.00
4-3.203(c) Prohibited discharge of "safe and sane" by minors (under 18 years of age)	200.00	200.00
Second Offense	400.00	400.00
Third Offense	1,000.00	1,000.00
4-3.205(a) Sale of "safe and sane" fireworks without valid permit	200.00	200.00
Second Offense	400.00	400.00
Third Offense	1,000.00	1,000.00
4-3.205(b) Sale of "safe and sane" fireworks outside of approved stand	200.00	200.00
Second Offense	400.00	400.00
Third Offense	1,000.00	1,000.00
4-3.205(c) Sale of "safe and sane" fireworks during prohibited hours	200.00	200.00
Second Offense	400.00	400.00
Third Offense	1,000.00	1,000.00
4-3.205(d) Prohibited sale of "safe and sane" fireworks to minor (under 18 years of age)	200.00	200.00
Second Offense	400.00	400.00
Third Offense	1,000.00	1,000.00
*In addition to the fine, the citee shall be assessed and shall be liable for the payment of the actual costs associated with the collection, transportation, and disposal of any seized fireworks.		
5-28.04(b) Social Host-allow minor to be in possession, consume or served alcohol or any alcoholic beverage at any gathering.**	1,000.00	1,000.00
5-28.05 Allow a loud or unruly gathering after a first response warning has been issued**	500.00	500.00
Second Offense**	750.00	750.00
Third Offense**	1,000.00	1,000.00
**In addition to the fine, the citee and any other responsible person may also be assessed and shall be jointly and severally liable for the payment of the actual costs associated with the response by the Pacifica Police Department and/or any other emergency response provider associated with the loud or unruly gathering, in accordance with Pacifica Municipal Code 5-28.07 and 5-28.08.		

**City of Pacifica  
2016-2017 Fees & Charges Master Schedule**

Fee Description	Adopted 2016-2017	Adopted 2015-2016
<b>FIRE (increase by CPI)</b>		
<b>Operational Permits</b>		
Annual Fire Code Permits (Each)	212.00	205.00
Permitted activities less than 90-days. Hourly charge. Temporary Permit Required. Per Hour - 1 hour minimum	149.00	144.00
<b>Plan Review New Construction and/or Tenant Improvements</b>		
Base rate- all occupancies. New Construction, major changes, additions, or as-builts Initial fee includes first hour, hourly charge thereafter.	250.00	359.00
Plan Check Re-Submittals, minor changes, additions, or as-builts for approved plans ; initial fee includes first hour; hourly charge thereafter.	149.00	144.00
Misc. items w/o sq. footage- e.g. Install hazardous material, storage tank, HVAC smoke detection, partition wall, etc. hourly charge.	149.00	144.00
Additional Plan review beyond the first hour.; per hour	149.00	144.00
Subdivision map review; per hour fee.	159.00	154.00
<b>Construction Permits</b>		
<b>Underground</b>		
Alteration/repair of existing underground pipe system. Includes hydro/flush, rough and final each - Flat Rate	365.00	354.00
Commercial underground pipe system installations. Includes hydro/flush, rough and final each - Flat Rate	518.00	502.00
<b>Fire Suppression Systems</b>		
<b>Fire Sprinklers and standpipes</b>		
New commercial & residential sprinkler installations. Includes hydro/flush, rough and final inspections. \$.15 per square foot - Minimum	450.00	682.00
New manufactured home sprinkler systems. Includes hydro/flush, rough and final inspections each - Flat Rate	481.00	466.00
Standpipe system installation, includes hydro/flush, rough and final inspections each - Flat Rate	630.00	610.00
Tenant improvements. 9 or less sprinkler heads Unlimited head change-outs each - Flat Rate	142.00	138.00
Tenant Improvements- installation/alteration of 10 or more heads. (Head change-outs are not included in count). \$.15 per square foot - Minimum	259.00	251.00
Other Fire Protection Systems, New & Upgraded installations (Hood and Duct, FM 200, Fixed Extinguisher, Pre-engineered) each - Flat Rate	741.00	718.00
<b>Fire Alarms</b>		
Existing Fire Alarm Panel Upgrades. includes rough and final inspections. \$.15 per square foot - Minimum	259.00	251.00
Installation of additional devices on existing system, includes rough and final inspections - Minimum	408.00	395.00
New installations. , includes rough and final inspections. \$.15 per square foot - Minimum	481.00	466.00
New installations-- Other Fire Protection Systems, includes rough and final inspections. \$.15 per square foot - Minimum	450.00	718.00
Fire alarms- repair or exchange devices and radio transmitters - Per Device	142.00	138.00

**City of Pacifica  
2016-2017 Fees & Charges Master Schedule**

Fee Description	Adopted 2016-2017	Adopted 2015-2016
<b>Requested Services</b>		
All Other Reports. Cost per report.	40.00	39.00
Digital Photographs- CD, plus 1 for CD cost	68.00	66.00
Digital Photographs- Print. Plus \$1.40 per photo cost.	73.00	71.00
Fire Code Variance Application - per request and none-refundable.	619.00	600.00
Fire incident reports (per report charge)	40.00	39.00
Non-Subpoenaed Fire Investigation Reports (per report)	40.00	39.00
Pre-Inspection I Consultation for daycare facilities, construction projects, etc.		
Initial	126.00	122.00
Pre-Inspection of care facilities with 25 or fewer occupants. (Flat Fee)	126.00	122.00
Pre-Inspection of care facilities with 26 or more occupants. (Flat Fee)	238.00	231.00
Processed Photographs, plus cost of developing	76.00	74.00
<b>Site Inspections</b>		
Additional inspections beyond the first, Inspection for which no fee is indicated.	142.00	138.00
Installation of hazardous materials storage tank	188.00	182.00
Removal of hazardous material storage tank. Per tank charge. Temporary permit required.	142.00	138.00
Replacement of hazardous material storage tank piping, dispensers. Per tank charge. If piping work is done as part of tank installation, there is no charge.	188.00	182.00
Inspection Outside Normal Business Hours (Per hour, OT rate)	O.T. Rate	O.T. Rate
<b>Penalties</b>		
Unpermitted construction work Fee plus 2 times fee		
False Alarms- 1st Response	0	0
False Alarms- 2nd Response	299.00	290.00
False Alarms- 3rd Response	382.00	370.00
False Alarms- 4th+ Response	545.00	528.00
<b>ANNUAL Fire Safety Inspection &amp; Re-inspections</b>	-	
A 1 -4 Assembly Occupancies	167.00	162.00
B Business Office Occupancies	95.00	92.00
E Educational Occupancies	167.00	162.00
F Factory Occupancies	167.00	162.00
H Hazard Occupancies	167.00	162.00
I Institutional (Nursing Homes) Occupancies	167.00	162.00
M Mercantile Occupancies	125.00	121.00
M Mercantile Occupancies (Motor Fuel Sales)	138.00	134.00
R-1 Occupancies Hotels	167.00	162.00
R-2 Residential 3 to 20 units	85.00	82.00
R-2 Residential 21 - 40 Units	101.00	98.00
R-2 Residential 41- 70 Units	125.00	121.00
R-2 Residential 71- 90 Units	150.00	145.00
R-2 Residential 91 - 120 Units	197.00	191.00
R-2 Residential Over 120 units	247.00	239.00
R-3 Residential Care less than 24 hours	138.00	134.00
R-3.1 Licensed Residential Care 24 hour 6 or less	167.00	162.00
R-4 Residential care 6 or more	167.00	162.00
S Storage Facilities	138.00	134.00
U Utility Structures	138.00	134.00

**City of Pacifica  
2016-2017 Fees & Charges Master Schedule**

Fee Description	Adopted 2016-2017	Adopted 2015-2016
<b>PUBLIC WORKS (increase by CCI)</b>		
Encroachment permits and inspection; hourly charge rate basis	193.00	189.00
Sidewalk repair and street openings by private contractor; hourly charge rate basis	193.00	189.00
<b>Penalties</b>		
Unpermitted construction work	Double Engineering Permit Cost	Double Engineering Permit Cost
Publication vending machine permit	422.00	413.00
<b>City Maps 24" x 36'</b>		
Printed: 24" x 36" or larger; \$3/sq ft - black; \$4/sq ft - color	Per Square Foot Fee	Per Square Foot Fee
Electronic Copy on CD	\$15/CD	\$15/CD
Electronic Copy on USB Portable Thumb Drive	\$51/4MB Drive	\$50/4MB Drive
<b>Photocopies</b>	Per page Fee	Change to per page Fee
8 1/2" x 11"; \$0.25/black; \$1.00/color	" "	" "
8 1/2" x 14"; \$0.50/black; \$1.50/color	" "	" "
11" x 17"; \$1/black; \$2/color	" "	" "
24" x 36" or larger; \$3/sq ft - black; \$4/sq ft - color	Per Square Foot Fee	Per Square Foot Fee
<b>Engineering Standard Drawing</b>		
Picked up	Per page fee	Per page fee
Mailed (Regular mail -Series 100)	Per page fee + Mailing	Per page fee + Mailing
Mailed (Regular mail -Series 200)	Per page fee + Mailing	Per page fee + Mailing
Mailed (Regular mail -Series 300)	Per page fee + Mailing	Per page fee + Mailing
Street Excavation Handbook	31.00	30.00

**City of Pacifica  
2016-2017 Fees & Charges Master Schedule**

Fee Description	Adopted 2016-2017	Adopted 2015-2016
<b>General</b>		
Heritage Tree Permit (removal, destruction, or substantially trim); hourly charge	193.00	189.00
General Engineering Development Application Reviews; hourly charge	193.00	189.00
Residential and non-residential public improvement plan checking and inspection; hourly charge	193.00	189.00
Final Subdivision Map Checking. Staff may require an initial deposit equivalent to 10 hours minimum. All costs for contract or consultant services including legal shall be charged separately to the applicant as additional cost and may require additional deposit.	\$1,930 initial deposit; charged at the rate of \$193/hour	\$1890 initial deposit; charged at the rate of \$189/hour
Certificate of Compliance, notices of violation, property mergers, parcel map waivers, minor boundary line adjustments, reversions to acreage, and parcel map checking; hourly charge. Staff may require an initial deposit equivalent to 10 hours minimum. All costs for contract or consultant services including legal shall be charged separately to the applicant as additional cost and may require additional deposit. Applicant shall pay full consultant services cost plus 10% of contract amount for administration	\$1,930 initial deposit; charged at the rate of \$193/hour	\$1890 initial deposit; charged at the rate of \$189/hour
Street/curb openings by utilities; hourly charge	193.00	189.00
Right of Way/Street Vacations; hourly charge. Staff may require an initial deposit equivalent to 10 hours minimum. All costs for contract or consultant services including legal shall be charged separately to the applicant as additional cost and may require additional deposit. Applicant shall pay full consultant services cost plus 10% of contract amount for administration	\$1,930 initial deposit; charged at the rate of \$193/hour	\$1890 initial deposit; charged at the rate of \$189/hour
Subdivision Improvement Plan check and construction inspection, hourly charge. Staff may require an initial deposit equivalent to 10 hours minimum. All costs for contract or consultant services shall be charged separately to the applicant as additional cost and may require additional deposit. Applicant shall pay full consultant services cost plus 10% of contract amount for administration	\$1,930 initial deposit; charged at the rate of \$193/hour	\$1890 initial deposit; charged at the rate of \$189/hour
Applicant shall pay full consultant services cost plus 10% of contract amount for administration	Contract amount plus 10% admin fee	Contract amount plus 10% admin fee
Barricade Rentals for Block Party (8 Barricades Minimum)	\$2/Barricade +\$50 deposit	\$2/Barricade +\$50 deposit
Surface Mining and Reclamation Annual Inspection Fee; hourly charge	193.00	189.00
Surface Mining Violation (found during inspection)	421.00	412.00

**City of Pacifica  
2016-2017 Fees & Charges Master Schedule**

Fee Description	Adopted 2016-2017	Adopted 2015-2016
<b>WASTEWATER TREATMENT PLANT (increase by CCI and City statue)</b>		
<b>DEVELOPMENT CONNECTION FEES (Account No. 34.900000.46751.0000.000)</b>		
<b>Connection Fees (Sec. 6-11.102)</b>		
Residential Units: (Single, Town, Condo)	Number of Units x \$1,228	Number of Units x \$1,203
Multi-Family Dwellings:	Number of Units x \$930	Number of Units x \$911
Commercial Units:	Number of Fixture Units/12 x \$1,228	Number of Fixture Units/12 x \$1,203
<b>Inflow/Infiltration Fees (Sec. 6-11.104)</b>		
Residential Units: (Single, Town, Condo, Multi-Family)	(Number of Units x \$672) or (Number of Acres x \$1,432) - Whichever is Higher	(Number of Units x \$658) or (Number of Acres x \$1,403) - Whichever is Higher
Commercial Units:	(Number of Fixture Units/12 x \$672) or (Number of Acres x \$1,432) - Whichever is Higher	(Number of Fixture Units/12 x \$658) or (Number of Acres x \$1,403) - Whichever is Higher
<b>Trunk Line Fees (Sec. 6-11.103)</b>		
Residential Units: (Single, Town, Condo, Multi-Family)	(Number of Units x \$922) or (Number of Acres x \$1,842) - Whichever is Higher	(Number of Units x \$903) or (Number of Acres x \$1,804) - Whichever is Higher
Commercial Units:	(Number of Fixture Units/12 x \$922) or (Number of Acres x \$1,842) - Whichever is Higher	(Number of Fixture Units/12 x \$903) or (Number of Acres x \$1,804) - Whichever is Higher
<b>Sewer Tap Fee (Sec. 6-11.301)</b>		
	Number of Taps x \$398	Number of Taps x \$390
<b>Inspection and Plan Review Fee</b>		
	Number of Hours x \$193	Number of Hours x \$189
<b>SEWER SERVICE CHARGES (Account No. 18.940000.46755.0000.000)</b>		
<b>Annual Sewer Service Charges (Sec. 6-6.401 to 6-6.407)</b>		
Residential Units: (Single, Town, Condo, Multi-Family)	(December 2015 & January 2016 water billings x 6 x 13.04476) or (Actual Annual Water Consumption x 13.04476) - Whichever is Lower	(November & December 2014 water billings x 6x12.50867) or (Actual Annual Water Consumption x 12.50867) - Whichever is Lower
Commercial Units:	Actual Annual Water Consumption x 13.04476 x strength factor. Minimum of \$626.14	Actual Annual Water Consumption x 12.50867 x strength factor
<b>Commercial Strength Factors:</b>		
Car Washes = 0.90      Cleaners = 1.20      Laundromats = 0.75		
Restaurants with functioning grease traps = 1.20		
Restaurants without functioning grease traps = 1.80		
Gymnasiums = 0.90      Any other commercial use = 1.00		

**City of Pacifica  
2016-2017 Fees & Charges Master Schedule**

Fee Description	Adopted 2016-2017	Adopted 2015-2016
<b>PARKS, BEACHES &amp; RECREATION (increase based on informal market survey)</b>		
<b>Special Classes</b>		
General recreation class fees will be adjusted as required to insure that program revenues fund 100% of total program costs. The non-resident fee is \$5.00 more than the resident fee. All registration transactions have a \$6.00 administrative fee. Senior Discount: 10% at age 60.	Please contact 738-7381 for more information	Please contact 738-7381 for more information
<b>Recreational Facilities Rental other than the Pacifica Community Center</b>		
The following rental charges shall apply for the use of recreational buildings or portions thereof. Rates are per hour and shall not be prorated for part of an hour. If additional City personnel are needed to assist with rental, the additional amount will be actual cost of salary, plus administrative charges.		
<b>Community Picnic Areas</b>		
Frontierland Park – Small Group Picnic Area	75.00	75.00
Frontierland Park – Large Group Picnic Area	200.00	175.00
Oddstad Park	75.00	75.00
4th of July - info/craft booth	\$ 40.00 per booth	\$ 40.00 per booth
4th of July - food booth	\$ 55.00 per booth	\$ 55.00 per booth
<b>Aquatic Classes</b>		
Evening - 8 lessons/30 min. per lesson:		
Semi-Private	105.00	100.00
Private	170.00	165.00
Junior Sea Lions – Summer League	172.00	172.00
Junior Sea Lions	77.00	77.00
Little Bobbers and Tiny Tots	62.00	58.00
Preschool Levels I, II, III	76.00	72.00
Learn to Swim Levels I - III	68.00	63.00
Learn to Swim Levels IV - VI	75.00	70.00
Daytime - (summer only):		
Semi-Private	66.00	61.00
Private	107.00	102.00
Little Bobbers and Tiny Tots	42.00	38.00
Preschool Levels I, II, III	42.00	38.00
Learn to Swim Levels I - VI	42.00	38.00
<b>Oceana Pool Rental</b>		
Swim meets	\$110.00/hour	\$110.00/hour
PSL swim team (home team)	\$85.00/hour	\$85.00/hour
<b>Pool Party Program</b>		
	\$125.00/hour	\$125.00/hour
<b>Swim Team</b>		
Swim Team:	\$72.00/mo, \$864.00/yr.	\$72.00/mo, \$864.00/yr.
Pre-Comp Swim Team:	\$62.00/mo, \$744/yr.	\$62.00/mo, \$744/yr.



**City of Pacifica  
2016-2017 Fees & Charges Master Schedule**

Fee Description	Adopted 2016-2017	Adopted 2015-2016
<b>Recreation Swim</b>		
Youth (17 and younger)	5.00	4.00
Adults (18 to 59)	6.00	5.00
Senior Citizens (60 & over)	5.00	4.00
All Access Pass: Adults	\$67/mo./\$191/qrt. or \$737/yr.	\$67/mo./\$191/qrt. or \$737/yr.
All Access Pass: Seniors 60+	\$60/mo./\$172/qrt. or \$663/yr.	\$60/mo./\$172/qrt. or \$663/yr.
Swim Pass (20 swims) - Adults	99.00	85.00
Swim Pass (20 swims) - Children/Senior Citizens	85.00	68.00
Swim Pass (10 swims) - Adults	54.00	45.00
Swim Pass (10 swims) - Children/Senior Citizens	45.00	36.00
Water Polo Drop In	6.00	5.00
<b>Recreation Playground Program</b>		
Membership Fee: September thru June	175.00	150.00
Membership Fee: July/August	150.00	100.00
<b>Teen Center</b>		
Membership Fee: September-May	175.00	150.00
NEW -Membership Fee: January-May	125.00	NA
LITE (Leadership in Training Education)	50.00	50.00
LITE Fieldtrip fees for additional weeks	20.00/week	\$10/week
<b>Special Interest Classes</b>		
For special interest classes where no fee has been charged because instructor volunteers his/her time, a \$5.00 per student fee will be assessed to cover program administration costs.	Please contact 738-7381 for more information	Please contact 738-7381 for more information
<b>Senior Programs</b>		
Annual membership (includes monthly newsletter and additional costs for special events)	\$20.00 single / \$35/couple	\$20.00 single / \$35/couple

**City of Pacifica  
2016-2017 Fees & Charges Master Schedule**

Fee Description	Adopted 2016-2017	Adopted 2015-2016
<b>Child Care Services</b>		
<b>Child care registration fees:</b>		
One-time, non-refundable fee per child at the time of entry into program.	75/child	75/child
Annual registration per child for summer program slot.	25.00/yr per child	25.00/yr per child
Registration for summer program slot.	25.00/yr per child	25.00/yr per child
Late Payment per month for payment after 10th operating day.	25	\$25.00
Registration to discontinue slot in summer	75	\$75.00
Late Pick-up: for pick-up after 6:01 p.m. or other designated closing time.	\$2.00 per minute	\$2.00 per minute
<b>Preschool Monthly Rates -- Per Child:</b>		
Flat rate. (includes field trips.) 7a.m. -6 p.m.	\$880/mo	\$840/mo
Preschool ½ day (Ocean Shore School)	\$420/mo	\$420/mo
State Preschool ½ day (Fairmont Park & Sunset Ridge School)	\$590/mo	\$545/mo
<b>Kindergarten/School-age School Year (September-June) Monthly Rates - Per</b>		
Annex Program: Before school and includes additional time during breaks and June after school ends.	\$285/mo	\$285/mo
Annex Program: Before and/or after school-School age. Includes school breaks and last two weeks in June.	\$540/mo	\$540/mo
State Sponsored Child Care Program: Before and/or after school, School-age.	\$595/mo	\$560
<b>Daily rate: drop in - school year; non-school days, 24-hours notice for space availability; additional charge for field trips and special events; both Kindergarten and School age.</b>		
<b>Kindergarten/School-age Summer Rates (July-August) Monthly Rates per Child</b>		
Annex Summer Program: Flat rate per month for families who are currently enrolled in the year-round program, includes field trips.	\$560/mo	\$560/mo
Annex Summer Program: 4 week Summer School / Thinkbridge 1/2 day program.	\$400/mo	\$400/mo
State Sponsored Child Care Summer Program: Flat rate per month for families includes field trips.	\$800/mo	\$800/mo
Drop-in: per blocks of 10 days: 24 hour advance notice for space available or each day used; field trips & special events are extra.	\$400	\$400
Field trip charge per child, per event, drop-ins.	\$15	\$15
<b>Beach Parking</b>		
Annual Beach Parking Pass	\$67.00	\$67.00
Daily Parking		
0 - 4 hours	\$5	\$4
5 - 8 hours	\$9	\$8

**City of Pacifica  
2016-2017 Fees & Charges Master Schedule**

<b>Fee Description</b>	<b>Adopted 2016-2017</b>	<b>Adopted 2015-2016</b>
<b>Beach Use (not including surf events):</b> Contest/beach event - (small beach events with 50 or fewer participants and spectators). Fees based on city staff time required for general review, administrative duties and approval.	\$175/day/event	\$150/day/event
<b>Surf Events/Skatepark Events - (security/cleaning deposit required)</b>		
Whole skatepark contest	\$300/day plus cleaning deposit of \$251	\$200/day plus cleaning deposit of \$251
Half day skatepark	\$150/day plus cleaning deposit of \$125	
Surf event for local surf clubs, local businesses and non-profit groups.	\$325 per day	\$300 per day
Out of town and commercial groups per surf contest/event with. Maximum participants are 150. An event with vendors, demonstrations, major sponsors, expo-like environment, fees based on city staff time required for general review, administrative duties and approval, as well as impact on public works department and police department.	\$650 per day (Additional fees MAY be determined based on impact on the area and staff FOR ALL EVENTS.)	\$600 per day (Additional fees MAY be determined based on impact on the area and staff FOR ALL EVENTS.)
<b>Surf Camps</b>		
Small Camp (maximum 12 students) & Large Camp (maximum 25 students) for a facility use permit per year, covers all camps in a calendar year. Camp operators must have a Pacifica business license, insurance and adhere to Parks, Beaches and Recreation surf camp requirements. Rates change each January.		
<b>January 2016</b>		
Small Camp	\$980	\$980
Large Camp	\$1,200	\$1,200
<b>January 2017</b>		
Small Camp	\$1,000	\$1,000
Large Camp	\$1,220	\$1,220
<b>January 2018</b>		
Small Camp	\$1,020	
Large Camp	\$1,240	
<b>January 2019</b>		
Small Camp	\$1,040	
Large Camp	\$1,260	
<b>Film/Photo Shoots</b>		
Student/amateur rate/non-profit; Students must show current student ID and non-profits must submit non-profit status letter.	\$100 per day	\$100 per day
Commercial filming (less than 3 support vehicles)	\$550 per day	\$500 per day
Major commercial filming. (Additional fees may be determined based on vehicles/additional staff time/impact on area.)	\$800 per day	\$750 per day
<b>Weddings/Ceremonies on Beaches, Pier or in Parks</b>		
99 or fewer participants	\$225 per day for	\$225 per day for
100 or more participants (maximum 150)	\$325 per day	\$325 per day

**City of Pacifica  
2016-2017 Fees & Charges Master Schedule**

Fee Description	Adopted 2016-2017	Adopted 2015-2016
<b>Community Center Rentals - Weekdays (per hour)</b>		
<b>Pacifica Community Center Rental</b>		
All rates are hourly. Warming Kitchen and additional rooms may be added for an additional fee. Weekend rates begin Friday after 1:30pm through Sunday.	Please contact 738-7381 for more information	Please contact 738-7381 for more information
<b>Resident - Weekdays</b>		
Auditorium	60.00	60.00
Dance Studio	45.00	40.00
Card Room	40.00	35.00
Portola Room	40.00	35.00
Craft Room	35.00	35.00
Ceramics Room	35.00	35.00
Game Room	20.00	20.00
Art Gallery	20.00	20.00
Meeting Room	20.00	20.00
<b>Non-Resident - Weekdays</b>		
Auditorium	100.00	100.00
Dance Studio	60.00	55.00
Card Room	45.00	40.00
Portola Room	45.00	40.00
Craft Room	40.00	40.00
Ceramics Room	40.00	40.00
Game Room	25.00	25.00
Art Gallery	25.00	25.00
Meeting Room	25.00	25.00
<b>Non-Profit - Weekdays</b>		
Auditorium	30.00	30.00
Dance Studio	20.00	15.00
Card Room	15.00	15.00
Portola Room	15.00	15.00
Craft Room	15.00	15.00
Ceramics Room	15.00	15.00
Game Room	13.00	13.00
Art Gallery	13.00	13.00
Meeting Room	13.00	13.00
<b>Commercial - Weekdays - provided no items are sold</b>		
Auditorium	125.00	125.00
Dance Studio	85.00	80.00
Card Room	50.00	45.00
Portola Room	50.00	45.00
Craft Room	45.00	45.00
Ceramics Room	45.00	45.00
Game Room	30.00	30.00
Art Gallery	30.00	30.00
Meeting Room	30.00	30.00

**City of Pacifica  
2016-2017 Fees & Charges Master Schedule**

Fee Description	Adopted 2016-2017	Adopted 2015-2016
<b>Community Center Rentals - Weekends (per hour)</b>		
<b>Resident - Weekends</b>		
Entire Building	200.00	190.00
Auditorium	95.00	95.00
Dance Studio	75.00	70.00
Card Room	70.00	65.00
Portola Room	70.00	65.00
Craft Room	65.00	65.00
Ceramics Room	65.00	65.00
Game Room	45.00	45.00
Art Gallery	45.00	45.00
Meeting Room	45.00	45.00
<b>Non-Resident - Weekends</b>		
Entire Building	245.00	240.00
Auditorium	145.00	145.00
Dance Studio	105.00	95.00
Card Room	75.00	70.00
Portola Room	75.00	70.00
Craft Room	70.00	70.00
Ceramics Room	70.00	70.00
Game Room	50.00	50.00
Art Gallery	50.00	50.00
Meeting Room	50.00	50.00
<b>Non-Profit</b>		
Entire Building	175.00	165.00
Auditorium	70.00	70.00
Dance Studio	55.00	50.00
Card Room	50.00	45.00
Portola Room	50.00	45.00
Craft Room	45.00	45.00
Ceramics Room	45.00	45.00
Game Room	40.00	40.00
Art Gallery	40.00	40.00
Meeting Room	40.00	40.00
<b>Commercial - Weekends - provided no items are sold</b>		
Entire Building	265.00	265.00
Auditorium	170.00	170.00
Dance Studio	120.00	120.00
Card Room	80.00	75.00
Portola Room	80.00	75.00
Craft Room	75.00	75.00
Ceramics Room	75.00	75.00
Game Room	55.00	55.00
Art Gallery	55.00	55.00
Meeting Room	55.00	55.00

**CAPITAL BUDGET  
2016-2017**



**ADOPTED  
JUNE 13, 2016**

**CAPITAL IMPROVEMENT PROGRAM**  
**Continuing to FY 2016-17 Project Detail**

	Project Cost Estimate (2016 Dollars)	General Fund	ERAF	Bond Proceeds	NPDES	WWTP Enterprise	Frontierland Park Imp.	Grants	Streets Construction Measure A	Other Revenue
<b>General Street and Beach Projects</b>										
Highway 1 Transportation Planning Project										
Calera Parkway and/or Highway 1 Transportation Improvement										
San Pedro Creek Bridge	\$1,000,000								\$1,000,000	
Frontierland Park Parking Lot and Turn Around Improvements	\$350,000						\$350,000			
San Pedro Creek and Pacifica State Beach TMDL	\$60,000				\$24,500	\$24,500				\$11,000
Palmetto Streetscape, Phase I	\$2,905,000		\$405,000	\$1,500,000				\$1,000,000		
Snowy Plover Fencing and Signage at Pacifica State Beach	\$48,000	\$17,000						\$22,000		\$9,000
2212 Beach Boulevard and New Pacifica Library Projects	\$70,000		\$70,000							
<b>Wastewater Plant Improvements</b>										
Brighton Pump Station Improvements FY 2016-18	\$200,000					\$200,000				
OCE Settlement/SEP	\$25,000					\$25,000				
Collection System Capacity Improvement	\$282,000					\$282,000				
Equalization Basin Project	\$3,450,000			\$3,450,000						
Collection System Repair, Rehabilitation and Replacement Project	\$1,400,000					\$1,400,000				
Lateral Grant Assistance	\$50,000					\$50,000				
Digesters	\$450,000					\$450,000				
CCWRP Pumps Replacement	\$100,000					\$100,000				
CCWRP Scada and PLC Upgrade	\$100,000					\$100,000				
Calera Creek and Wetlands Compliance	\$100,000					\$100,000				
CCWRP NPDES Permit Renewal	\$100,000					\$100,000				
CCWRP Roof Improvements	\$160,000					\$160,000				
Collection System Project FY 2016-17	\$280,000					\$280,000				
Wastewater Treatment Facility and Pump Station Condition Assessment	\$200,000					\$200,000				
Sanitary Sewer Service Charges and Sewer Connection Fees Rate Study	\$75,000					\$75,000				

**CAPITAL IMPROVEMENT PROGRAM**  
**Continuing to FY 2016-17 Project Detail**

	Project Cost Estimate (2016 Dollars)	General Fund	ERAF	Bond Proceeds	NPDES	WWTP Enterprise	Frontierland Park Imp.	Grants	Streets Construction Measure A	Other Revenue
<b>Emergency/Disaster Related Projects</b>										
Beach Boulevard Seawall Repair/Restoration	\$1,550,000							\$1,550,000		
Milagra Creek Outfall Repair	\$1,155,000							\$1,155,000		
Westline Drive Slope Repair	\$20,000							\$20,000		
Milagra Sinkhole Repair	\$595,000							\$595,000		
Beach Boulevard and Paloma Avenue Sinkhole Repair	\$8,000							\$8,000		
Beach Boulevard and Santa Rosa Avenue Sinkhole Repair	\$55,000							\$55,000		
Pier Repair	\$31,000							\$31,000		
Rockaway Beach Revetment Repair	\$40,000							\$40,000		
Westline Drive Sinkhole Repair	\$100,000							\$100,000		
500 Block Esplanade Rock Revetment Repair	\$200,000							\$200,000		
Beach Boulevard and Salada Avenue Sinkhole Repair	\$50,000							\$50,000		
Beach Boulevard and San Jose Avenue Handrail Repair	\$20,000							\$20,000		
<b>Totals</b>	<b>\$ 15,229,000</b>	<b>\$ 17,000</b>	<b>\$ 475,000</b>	<b>\$ 4,950,000</b>	<b>\$ 24,500</b>	<b>\$ 3,546,500</b>	<b>\$ 350,000</b>	<b>\$ 4,846,000</b>	<b>\$ 1,000,000</b>	<b>\$ 20,000</b>



## CAPITAL IMPROVEMENT PROGRAM

### PROPOSED FY 2016-17 PROJECTS

#### Fund 16 - NPDES Stormwater Fund

<u>Project #</u>	<u>Project</u>	<u>Cost Estimate</u>	<u>Page</u>
New	San Pedro Creek and Pacifica State Beach Total Maximum Daily Load (TMDL)	\$60,000	16-1

#### Fund 22 - Capital Improvement Fund

<u>Project #</u>	<u>Project</u>	<u>Cost Estimate</u>	<u>Page</u>
0073	Palmetto Streetscape, Phase I	\$2,905,000	22-3

#### Fund 30 - Excess Education Augmentation Revenue Funds

<u>Project #</u>	<u>Project</u>	<u>Cost Estimate</u>	<u>Page</u>
New	2212 Beach Boulevard and New Pacifica Library Projects	\$70,000	30-1

#### Fund 34 - Enterprise Wastewater Construction Fund

<u>Project #</u>	<u>Project</u>	<u>Cost Estimate</u>	<u>Page</u>
C005D	Collection System Project FY2016-17	\$280,000	34-9
P026	Wastewater Treatment Facility and Pump Station Condition Assessment	\$200,000	34-32
P027	Sanitary Sewer Service Charges and Sewer Connection Fees Rate Study	\$75,000	34-33

#### Fund 38 - Disaster Accounting Fund

<u>Project #</u>	<u>Project</u>	<u>Cost Estimate</u>	<u>Page</u>
S001	Pier Repair	\$31,000	38-1
S004	Rockaway Beach Revetment Repair	\$40,000	38-4
S005	Westline Drive Sinkhole Repair	\$100,000	38-5
New	500 Block Esplanade Rock Revetment Repair	\$200,000	38-9
New	Beach Boulevard and Salada Avenue Sinkhole Repair	\$50,000	38-11
New	Beach Boulevard and San Jose Avenue Handrail Repair	\$20,000	38-12

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** San Pedro Creek and Pacifica State Beach Total Maximum Daily Load (TMDL), Monitoring Plan and Best Management Plan

**PROJECT NO.:** New

**FUND:** NPDES Stormwater Fund and Sewer Facility Construction Fund

**DEPARTMENT/MANAGER:** DPW/Ocampo, WWTP/TBD

**GENERAL LOCATION:** San Pedro Creek and Pacifica State Beach

**PROJECT DESCRIPTION:**  
The San Francisco Regional Water Quality Board requires through the TMDL, the development and implementation of a bacteria water quality monitoring and best management plan for San Pedro Creek and Pacifica State Beach Bacteria. TMDL will identify any impairment to San Pedro Creek and Pacifica State beach.

**PURPOSE BENEFIT:**  
Address the Fecal Coliform and Bacteria impairments to San Pedro Creek and Pacifica State Beach

**JUSTIFICATION:**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Addresses Legal Mandate | <input type="checkbox"/> Replace Existing Asset                      |
| <input type="checkbox"/> Resolves Health or Safety Problems | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input type="checkbox"/> Preserves Existing Asset           | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	NPDES Stormwater Fund	WWTP – Fund 34	San Mateo County	Total
Monitoring	\$17	\$17	\$11	\$45
Equipment Purchase	\$7.5	\$7.5		\$15
<b>TOTAL</b>	<b>\$24.5</b>	<b>\$24.5</b>	<b>\$11</b>	<b>\$60</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
The scheduled maintenance is estimated to be approximately \$1500 annually.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** Palmetto Streetscape, Phase I

**PROJECT NO.:** 0073

**FUND:** Fund 22 - Capital Improvement Fund

**DEPARTMENT/MANAGER:** DPW/Ocampo

**GENERAL LOCATION:** Palmetto Avenue from Bella Vista to Clarendon

**PROJECT DESCRIPTION:**  
This project will construct streetscape improvements and place new LED streetlights along Palmetto Avenue from Bella Vista to Clarendon Road in the Sharp Park District. Establish parking plan and development framework for Palmetto Avenue "Main Street" Business District including in-lieu parking for new commercial development, identification of near and long term parking resources, and a residential parking permit program. Complete project includes 4 phases for a total cost of \$5.2 million.

**PURPOSE BENEFIT:**  
Improve the Palmetto business district, minimize repairs to the utilities and provide new energy efficient lighting.  
To achieve the City of Pacifica General Plan goal of creating a "Main Street" on Palmetto Avenue between Paloma and Clarendon Avenues, the 2015-16 City Council designated priority #2

**JUSTIFICATION:**

- |  |  |
|--|--|
| <input type="checkbox"/> Addresses Legal Mandate             | <input checked="" type="checkbox"/> Replace Existing Asset           |
| <input type="checkbox"/> Resolves Health or Safety Problems  | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input checked="" type="checkbox"/> Preserves Existing Asset | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	OBAG Grant	ERAF	Capital Improvement Fund (Certificate of Deposit – Bond Proceeds)	Total
Planning & Design		\$30		\$30
Construction	\$1000	\$375	\$1500	\$2875
<b>TOTAL</b>	<b>\$1000</b>	<b>\$405</b>	<b>\$1500</b>	<b>\$2905</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
The scheduled maintenance is estimated to be approximately \$3,000 annually.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** 2212 Beach Boulevard and New Pacifica Library Projects

**PROJECT NO.:** New

**FUND:** Fund 30 – Excess Education Augmentation Revenue Funds (Excess ERAF Funds)

**DEPARTMENT/MANAGER:** Economic Development/Stedler

**GENERAL LOCATION:** Beach Boulevard, Palmetto Avenue and Montecito Avenue

**PROJECT DESCRIPTION:**  
Project planning and project management services to coordinate planning, design, operation and construction of 2212 Beach Boulevard and New Pacifica Library Projects.

**PURPOSE BENEFIT:**  
Achieve completed 2212 Beach Boulevard and New Pacifica Library Projects; per 2015-16 City Council designated priorities, based on City Council direction and project assessments (2010-Present).

**JUSTIFICATION:**

- |  |   |
|--|---|
| <input type="checkbox"/> Addresses Legal Mandate             | <input checked="" type="checkbox"/> Replace Existing Asset                    |
| <input type="checkbox"/> Resolves Health or Safety Problems  | <input checked="" type="checkbox"/> Preserves Aesthetic Character of Facility |
| <input checked="" type="checkbox"/> Preserves Existing Asset | <input type="checkbox"/> Priority Improvement for Designated Funding          |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	ERAF	Total
Planning & Design	\$70	\$70
<b>TOTAL</b>	<b>\$70</b>	<b>\$70</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
No change in scheduled maintenance cost.

**CITY OF PACIFICA  
2016-2017 CAPITAL BUDGET  
PROJECT DESCRIPTION WORKSHEET**

**PROJECT TITLE:** Collection System Project FY2016-17

**PROJECT NO.:** C005D

**FUND:** Fund 34 - Enterprise Wastewater Construction Fund

**DEPARTMENT/MANAGER:** Wastewater/Martinez

**GENERAL LOCATION:** Linda Mar Pump Station, Lockhaven and Genevieve Easements

**PROJECT DESCRIPTION:**

One of the projects under the Collection System Projects, which include the repair of the 30-inch mainline at Linda Mar Pump Station, replacement of sewer mainlines along the Lockhaven and Genevieve easements. This project will be coordinated with the Capacity Improvement Project FY2016-17

**PURPOSE BENEFIT:**

Replace aging sewer mainlines

**JUSTIFICATION:**

- |   |  |
|---|--|
| <input type="checkbox"/> Addresses Legal Mandate            | <input checked="" type="checkbox"/> Replace Existing Asset           |
| <input type="checkbox"/> Resolves Health or Safety Problems | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input type="checkbox"/> Preserves Existing Asset           | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Enterprise Wastewater Construction Fund	Total
Planning and Design	\$30	\$30
Construction	\$250	\$250
<b>TOTAL</b>	<b>\$280</b>	<b>\$280</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**

No change in scheduled maintenance cost.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** Wastewater Treatment Facility and Pump Station Condition Assessment

**PROJECT NO.:** P026

**FUND:** Fund 34 - Enterprise Wastewater Construction Fund

**DEPARTMENT/MANAGER:** Wastewater/TBD

**GENERAL LOCATION:** Calera Creek Water Recycling Plant, Collection System Pump Stations

**PROJECT DESCRIPTION:**  
A Facility Condition Assessment (FCA) is an industry term that describes the process of a qualified group of trained industry professionals performing an analysis of the condition of a facility or group of facilities that may vary in terms of age, design, construction methods, and materials. The industry professionals are typically architects and engineers of various disciplines and skilled-trade technicians;

**PURPOSE BENEFIT:**  
To gain the overall perspective of the condition of our assets. This will help in prioritizing the work that needs to be accomplished moving forward along with long range budget forecasting.

**JUSTIFICATION:**

- |  |  |
|--|--|
| <input type="checkbox"/> Addresses Legal Mandate             | <input type="checkbox"/> Replace Existing Asset                      |
| <input type="checkbox"/> Resolves Health or Safety Problems  | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input checked="" type="checkbox"/> Preserves Existing Asset | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Enterprise Wastewater Construction Fund	Total
Planning and Design	\$200	\$200
<b>TOTAL</b>	<b>\$200</b>	<b>\$200</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
No change in scheduled maintenance cost.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** Sanitary Sewer Service Charges and Sewer Connection Fees Rate Study

**PROJECT NO.:** P027

**FUND:** Fund 34 - Enterprise Wastewater Construction Fund

**DEPARTMENT/MANAGER:** CCWRP/TBD

**GENERAL LOCATION:** City Wide

**PROJECT DESCRIPTION:**  
 Currently, the annual sewer service charge for residential is based on water consumption of the two consecutive heaviest rainfall months during the calculation year or a minimum flat rate. While the annual sewer service charge for commercial is based on the actual annual water consumption.  
  
 Moreover, the sewer connection fee is based on Municipal Code Chapter 11 – Sewer Connection Charges.  
  
 The City will retain a consultant to review current methodology and rates to develop rates that will fully fund operations, maintenance and capital costs.

**PURPOSE BENEFIT:**  
 Develop rates that are simple and that will fully fund operations, maintenance and capital costs.

**JUSTIFICATION:**

- |  |  |
|--|--|
| <input type="checkbox"/> Addresses Legal Mandate             | <input type="checkbox"/> Replace Existing Asset                      |
| <input type="checkbox"/> Resolves Health or Safety Problems  | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input checked="" type="checkbox"/> Preserves Existing Asset | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Enterprise Wastewater Construction Fund	Total
Planning and Design	\$75	\$75
<b>TOTAL</b>	<b>\$75</b>	<b>\$75</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
 No change in scheduled maintenance cost.

**CITY OF PACIFICA  
2016-2017 CAPITAL BUDGET  
PROJECT DESCRIPTION WORKSHEET**

**PROJECT TITLE:** Pier Repair

**PROJECT NO.:** S001

**FUND:** Fund 38 - Disaster Accounting Fund

**DEPARTMENT/MANAGER:** DPW/Panza

**GENERAL LOCATION:** Pacifica Municipal Pier

**PROJECT DESCRIPTION:**  
Repair of broken concrete handrail and wooded cap at the northerly extension of the Pacifica Municipal Pier.

**PURPOSE BENEFIT:**  
Safety to Pier users and prolong the life of the highly used pier.

**JUSTIFICATION:**

- |  |  |
|--|--|
| <input type="checkbox"/> Addresses Legal Mandate                       | <input type="checkbox"/> Replace Existing Asset                      |
| <input checked="" type="checkbox"/> Resolves Health or Safety Problems | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input type="checkbox"/> Preserves Existing Asset                      | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Disaster Accounting Fund	Total
Planning and Design	\$6	\$6
Construction	\$26	\$26
<b>TOTAL</b>	<b>\$31</b>	<b>\$31</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
No change in scheduled maintenance cost.



## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** Rockaway Beach Revetment Repair

**PROJECT NO.:** S004

**FUND:** Fund 38 - Disaster Accounting Fund

**DEPARTMENT/MANAGER:** DPW/Marquez

**GENERAL LOCATION:** Westerly edge of Rockaway Avenue

**PROJECT DESCRIPTION:**  
Repair of Rockaway Beach Revetment

**PURPOSE BENEFIT:**  
Repair of the rock revetment and seawall that supports the westerly end of Rockaway Beach Avenue.

**JUSTIFICATION:**

- |  |  |
|--|--|
| <input type="checkbox"/> Addresses Legal Mandate             | <input type="checkbox"/> Replace Existing Asset                      |
| <input type="checkbox"/> Resolves Health or Safety Problems  | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input checked="" type="checkbox"/> Preserves Existing Asset | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Disaster Accounting Fund	Total
Planning and Design	\$5	\$5
Construction	\$35	\$35
<b>TOTAL</b>	<b>\$40</b>	<b>\$40</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
No change in scheduled maintenance cost.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** Westline Drive Sinkhole Repair

**PROJECT NO.:** S005

**FUND:** Fund 38 - Disaster Accounting Fund

**DEPARTMENT/MANAGER:** DPW/Biagini

**GENERAL LOCATION:** Westline Drive and Palmetto Avenue

**PROJECT DESCRIPTION:**  
Repair of sinkhole and damage to storm drain system along Westline Drive

**PURPOSE BENEFIT:**  
To mitigate further damage to existing storm drain system

**JUSTIFICATION:**

- |  |  |
|--|--|
| <input type="checkbox"/> Addresses Legal Mandate             | <input type="checkbox"/> Replace Existing Asset                      |
| <input type="checkbox"/> Resolves Health or Safety Problems  | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input checked="" type="checkbox"/> Preserves Existing Asset | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Disaster Accounting Fund	Total
Planning and Design	\$10	\$10
Construction	\$90	\$90
<b>TOTAL</b>	<b>\$100</b>	<b>\$100</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
No change in scheduled maintenance cost.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** 500 Block Esplanade Rock Revetment Repair

**PROJECT NO.:** New

**FUND:** Fund 38 - Disaster Accounting Fund

**DEPARTMENT/MANAGER:** DPW/Panza

**GENERAL LOCATION:** 500 block of Esplanade

**PROJECT DESCRIPTION:**  
Repair of damaged rock revetment at the 500 block of Esplanade by recovering and replacing dislodge rocks.

**PURPOSE BENEFIT:**  
Provide continued protection to the City street and infrastructure along Esplanade Avenue

**JUSTIFICATION:**

- |  |  |
|--|--|
| <input type="checkbox"/> Addresses Legal Mandate             | <input type="checkbox"/> Replace Existing Asset                      |
| <input type="checkbox"/> Resolves Health or Safety Problems  | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input checked="" type="checkbox"/> Preserves Existing Asset | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Disaster Accounting Fund	Total
Planning and Design	\$20	\$20
Construction	\$180	\$180
<b>TOTAL</b>	<b>\$200</b>	<b>\$200</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
No change in scheduled maintenance cost.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** Beach Boulevard and Salada Avenue Sinkhole Repair

**PROJECT NO.:** New

**FUND:** Fund 38 - Disaster Accounting Fund

**DEPARTMENT/MANAGER:** DPW/Biagini

**GENERAL LOCATION:** Beach Boulevard and Salada Avenue

**PROJECT DESCRIPTION:**  
Open pavement over sinkhole to assess extent of damage/erosion. Fill sinkhole with slurry; permanent concrete, repair on the promenade including decorative rock and pavement restoration.

**PURPOSE BENEFIT:**  
Provide continued safe use of the promenade at Beach Boulevard.

**JUSTIFICATION:**

- |  |  |
|--|--|
| <input type="checkbox"/> Addresses Legal Mandate             | <input type="checkbox"/> Replace Existing Asset                      |
| <input type="checkbox"/> Resolves Health or Safety Problems  | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input checked="" type="checkbox"/> Preserves Existing Asset | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Disaster Accounting Fund	Total
Planning and Design	\$5	\$5
Construction	\$45	\$45
<b>TOTAL</b>	<b>\$50</b>	<b>\$50</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
No change in scheduled maintenance cost.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGE PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** Beach Boulevard and San Jose Avenue Handrail and Column Lighting Repair

**PROJECT NO.:** New

**FUND:** Fund 38 - Disaster Accounting Fund

**DEPARTMENT/MANAGER:** DPW/Panza

**GENERAL LOCATION:** Beach Boulevard and San Jose Avenue

**PROJECT DESCRIPTION:**  
Replacement of damaged railing on stairs heading down to the beach and column lighting along Beach Boulevard near San Jose Avenue.

**PURPOSE BENEFIT:**  
Provide continued protection to pedestrian.

**JUSTIFICATION:**

- |  |  |
|--|--|
| <input type="checkbox"/> Addresses Legal Mandate             | <input type="checkbox"/> Replace Existing Asset                      |
| <input type="checkbox"/> Resolves Health or Safety Problems  | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input checked="" type="checkbox"/> Preserves Existing Asset | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Disaster Accounting Fund	Total
Planning and Design	\$3	\$3
Construction	\$17	\$17
<b>TOTAL</b>	<b>\$20</b>	<b>\$20</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
No change in scheduled maintenance cost.

**CAPITAL IMPROVEMENT PROGRAM**

**CONTINUING TO FY 2016-17 PROJECTS**

**Fund 12 - Highway 1 Improvement Fund**

<u>Project #</u>	<u>Project</u>	<u>Cost Estimate</u>	<u>Page</u>
0023	Highway 1 Transportation Planning Project	\$0	12-1
0024	Calera Parkway and/or Highway 1 Transportation Improvement Project	\$0	12-2
0025	San Pedro Creek Bridge	\$1,000,000	12-3

**Fund 22 - Capital Improvement Fund**

<u>Project #</u>	<u>Project</u>	<u>Cost Estimate</u>	<u>Page</u>
Proposed	Frontierland Park Parking Lot and Turn Around Improvements	\$350,000	22-7
Proposed	Snowy Plover Fencing and Signage at Pacifica State Beach	\$48,000	22-11

**Fund 34 - Enterprise Wastewater Construction Fund**

<u>Project #</u>	<u>Project</u>	<u>Cost Estimate</u>	<u>Page</u>
C002A	Brighton Pump Station Upgrade FY2016-18 (Formerly Brighton Pump Station Upgrade FY 2015-16)	\$200,000	34-1
C026	OCE Settlement/SEP	\$25,000	34-14
C029	Collection System Capacity Improvement	\$282,000	34-15
C030	Equalization Basin Project	\$3,450,000	34-16
C031	Collection System Rehabilitation and Replacement Projects	\$1,400,000	34-17
C032	Lateral Grant Assistance	\$50,000	34-18
P002	Digesters	\$450,000	34-20
P004			
(Formerly P005)	CCWRP Pump Replacement	\$100,000	34-21
P008A	CCWRP SCADA and PLC Upgrade (Formerly CCWRP SCADA and PLC Upgrade FY2015-16)	\$100,000	34-23
P011A	Calera Creek and Wetlands Compliance	\$100,000	34-24
P013A	CCWRP NPDES Permit Renewal	\$100,000	34-25
P018	CCWRP Roof Improvements	\$160,000	34-28

**Fund 38 - Disaster Accounting Fund**

<u>Project #</u>	<u>Project</u>	<u>Cost Estimate</u>	<u>Page</u>
S002	Beach Boulevard Seawall Repair	\$1,550,000	38-2
S003	Milagra Outfall Repair	\$1,155,000	38-3
S008	Westline Drive Slope Repair	\$20,000	38-7
New	Milagra Sinkhole Repair	\$595,000	38-8
New	Beach Boulevard and Paloma Avenue Sinkhole Repair	\$8,000	38-10
New	Beach Boulevard and Santa Rosa Avenue Sinkhole Repair	\$55,000	38-13

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** Highway 1 Transportation Planning Project

**PROJECT NO.:** 0023

**FUND:** Fund 12 - Highway 1 Improvement Fund

**DEPARTMENT/MANAGER:** City Manager/Tinfow

**GENERAL LOCATION:** Highway 1 from Westport Drive to south of Linda Mar Boulevard.

**PROJECT DESCRIPTION:**  
Per Resolution No. 21-2015 this project will include, but not limited to:

- a. Community outreach about potential projects in the area.
- b. Staff participation in planning meetings about projects in the area.

**PURPOSE BENEFIT:**  
Community outreach and engagement to explore traffic safety improvements to both northbound and southbound Highway 1 to facilitate traffic more effectively and safely through the intersections.

The current 15-16 FY budget allocation for this project will focus on community outreach and engagement in order to assist the City Council in making a final decision on the preferred option for safety and functional improvements to Highway 1.

**JUSTIFICATION:**

- |   |   |
|---|---|
| <input type="checkbox"/> Addresses Legal Mandate<br><input type="checkbox"/> Resolves Health, Traffic or Safety Problems<br><input type="checkbox"/> Preserves Existing Asset | <input type="checkbox"/> Replace Existing Asset<br><input type="checkbox"/> Preserves Aesthetic Character of Facility<br><input type="checkbox"/> Priority Improvement for Designated Funding |
|---|---|

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Highway 1 Improvement Fund	Total
<b>TOTAL</b>		

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
No change in scheduled maintenance cost.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGE PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** Calera Parkway and/or Highway 1 Transportation Improvement Project

**PROJECT NO.:** 0024

**FUND:** Fund 12 - Highway 1 Improvement Fund

**DEPARTMENT/MANAGER:** DPW/Ocampo

**GENERAL LOCATION:** Highway 1 from Westport Drive to south of Linda Mar Boulevard.

**PROJECT DESCRIPTION:**  
Per Resolution 21-2015, this project may include future participation in physical operational and traffic safety improvements to Highway 1 as determined by the City Council.  
  
Participation to take place after City Council votes for a project or multiple projects to relieve Highway 1 congestion and/or improve Highway 1 safety.

**PURPOSE BENEFIT:**  
The Project may provide operational and traffic safety improvements to both northbound and southbound Highway 1 to facilitate traffic more effectively and safely through the intersections. This will improve the level of service and decrease pollution.

**JUSTIFICATION:**

- |   |  |
|---|--|
| <input type="checkbox"/> Addresses Legal Mandate                                | <input checked="" type="checkbox"/> Replace Existing Asset           |
| <input checked="" type="checkbox"/> Resolves Health, Traffic or Safety Problems | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input type="checkbox"/> Preserves Existing Asset                               | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Highway 1 Improvement Fund	Total
<b>TOTAL</b>		

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
No change in scheduled maintenance cost.



## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** San Pedro Creek Bridge Replacement

**PROJECT NO.:** 0025

**FUND:** Fund 12 - Highway 1 Improvement Fund

**DEPARTMENT/MANAGER:** DPW/Ocampo

**GENERAL LOCATION:** Along Highway 1 at San Pedro Creek

**PROJECT DESCRIPTION:**  
This project will replace the existing bridge along Highway 1 at San Pedro Creek. The new bridge will be longer and higher to prevent highway flooding and increase flood protection. It will be wider to accommodate a Class I bike/pedestrian path along the easterly edge.

**PURPOSE BENEFIT:**  
Prevent flooding at Highway 1, provide 100 year storm flow capacity for San Pedro Creek and provide Class I bike/pedestrian facility for safer mobility.

**JUSTIFICATION:**

- |   |  |
|---|--|
| <input type="checkbox"/> Addresses Legal Mandate            | <input checked="" type="checkbox"/> Replace Existing Asset           |
| <input type="checkbox"/> Resolves Health or Safety Problems | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input type="checkbox"/> Preserves Existing Asset           | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Measure A	Total
Miscellaneous – Environmental Mitigation	\$1000	\$1000
<b>TOTAL</b>	<b>\$1000</b>	<b>\$1000</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
No change in scheduled maintenance cost.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** Frontierland Parking Lot & Turn Around Improvements

**PROJECT NO.:** Proposed

**FUND:** Capital Improvement Fund

**DEPARTMENT/MANAGER:** DPW/Ocampo

**GENERAL LOCATION:** Frontierland Park

**PROJECT DESCRIPTION:**  
Improvements to the Frontierland Park Parking lot and turn around. The project includes asphalt overlay, traffic striping, markings and markers, drainage improvements and other miscellaneous work.

**PURPOSE BENEFIT:**  
This project will improve the parking lot the Frontierland Park and will also decrease groundwater infiltration to the solid waste site under the park.

**JUSTIFICATION:**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Addresses Legal Mandate            | <input type="checkbox"/> Replace Existing Asset                      |
| <input checked="" type="checkbox"/> Resolves Health or Safety Problems | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input checked="" type="checkbox"/> Preserves Existing Asset           | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Frontierland Remediation Fund	Total
Planning and Design	\$25	\$25
Construction	\$325	\$325
<b>TOTAL</b>	<b>\$350</b>	<b>\$350</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
No change in scheduled maintenance cost.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** Snowy Plover Fencing and Signage at Pacifica State Beach

**PROJECT NO.:** Proposed

**FUND:** Fund 22 - Capital Improvement Fund

**DEPARTMENT/MANAGER:** PB&R/Perez and DPW/Ocampo

**GENERAL LOCATION:** Pacifica State Beach

**PROJECT DESCRIPTION:**  
 Installation of signage and fencing at the northern portion of Pacifica State Beach (PSB) as part of a protection plan for the Western Snowy Plovers.

- Symbolic fencing on the west side of the dunes, placed seasonally (approximately mid-August to mid-April).
- Fencing along the west side of the multi-purpose trail.
- Signage – educational and regulatory

**PURPOSE BENEFIT:**  
 To provide protection to the Western Snowy Plovers that winter at Pacifica State Beach and education to the public.

**JUSTIFICATION:**

- |  |   |
|--|---|
| <input type="checkbox"/> Addresses Legal Mandate             | <input type="checkbox"/> Replace Existing Asset                               |
| <input type="checkbox"/> Resolves Health or Safety Problems  | <input checked="" type="checkbox"/> Preserves Aesthetic Character of Facility |
| <input checked="" type="checkbox"/> Preserves Existing Asset | <input type="checkbox"/> Priority Improvement for Designated Funding          |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Federal Grant	General Fund	Donation	Total
Construction	\$22	\$17	\$9	\$48
<b>TOTAL</b>	<b>\$22</b>	<b>\$17</b>	<b>\$9</b>	<b>\$48</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
 The scheduled maintenance is estimated to be approximately \$2000 annually.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** Brighton Pump Station Upgrade FY2016-18(Formerly Brighton Pump Station Upgrade FY 2015-16)

**PROJECT NO.:** C002A

**FUND:** Fund 34 - Enterprise Wastewater Construction Fund

**DEPARTMENT/MANAGER:** Wastewater/Martinez

**GENERAL LOCATION:** Brighton Pump Station

**PROJECT DESCRIPTION:**  
 Replace a wastewater centrifugal pump, motor and emergency generator at the Brighton Pump Station. There are three existing pumps and motors that will each reach their service life over the next 10-15 years. We have budgeted a pump and motor replacement at regular intervals during these years.

**PURPOSE BENEFIT:**  
 Replace aging equipment and vital components of the wastewater sanitary sewer system.

**JUSTIFICATION:**

- |  |  |
|--|--|
| <input type="checkbox"/> Addresses Legal Mandate             | <input type="checkbox"/> Replace Existing Asset                      |
| <input type="checkbox"/> Resolves Health or Safety Problems  | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input checked="" type="checkbox"/> Preserves Existing Asset | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Enterprise Wastewater Construction Fund	Total
Construction	\$50	\$50
Equipment Purchase	\$140	\$140
<b>TOTAL</b>	<b>\$200</b>	<b>\$200</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
 No change in scheduled maintenance cost.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** OCE Settlement/ Supplement Environmental Project

**PROJECT NO.:** C026

**FUND:** Fund 34 - Enterprise Wastewater Construction Fund

**DEPARTMENT/MANAGER:** Wastewater/Martinez

**GENERAL LOCATION:** Pacifica Citywide

**PROJECT DESCRIPTION:**  
 \$177,500 Monetary obligation to the Our Children's Earth Foundation (OCE) Case No. C09-05201 CRB:  
 a) \$35,000 (\$7,000/yr for 5 years Compliance monitoring fee)  
 b) \$112,500 (Attorney fee)  
 c) \$5,000 (Supplement Environmental Project II (SEP II) – Ocean Stewardship Program partnership with Pacifica Beach Coalition)  
 d) \$25,000 (Supplement Environmental Project V (SEPV) – Streetscape Storm Drain Improvements Project)

**PURPOSE BENEFIT:**  
 To improve water quality and Comply with OCE Case No. C09-05201 CRB

**JUSTIFICATION:**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Addresses Legal Mandate | <input type="checkbox"/> Replace Existing Asset                      |
| <input type="checkbox"/> Resolves Health or Safety Problems | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input type="checkbox"/> Preserves Existing Asset           | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Enterprise Wastewater Construction Fund	Total
Miscellaneous	\$25	\$25
<b>TOTAL</b>	<b>\$25</b>	<b>\$25</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
 No change in scheduled maintenance cost.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** Collection System Capacity Improvement Projects

**PROJECT NO.:** C029

**FUND:** Fund 34 - Enterprise Wastewater Construction Fund

**DEPARTMENT/MANAGER:** Wastewater/Martinez

**GENERAL LOCATION:** Pacifica Citywide

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

**PURPOSE BENEFIT:**  
Increases the capacity and integrity of the mainlines and the Linda Mar Pump Station

**JUSTIFICATION:**

- |   |   |
|---|---|
| <input type="checkbox"/> Addresses Legal Mandate            | <input type="checkbox"/> Replace Existing Asset                                 |
| <input type="checkbox"/> Resolves Health or Safety Problems | <input type="checkbox"/> Preserves Aesthetic Character of Facility              |
| <input type="checkbox"/> Preserves Existing Asset           | <input checked="" type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Enterprise Wastewater Construction Fund	Total
Planning & Design	\$31	\$31
Construction	\$251	\$251
<b>TOTAL</b>	<b>\$282</b>	<b>\$282</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
No change in scheduled maintenance cost.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** Equalization Basin Project

**PROJECT NO.:** C030

**FUND:** Fund 34 - Enterprise Wastewater Construction Fund

**DEPARTMENT/MANAGER:** Wastewater/Martinez

**GENERAL LOCATION:** Pacifica Skate Park Parking Lot and streets of Linda Mar Blvd, Arguello, Anza and Balboa

**PROJECT DESCRIPTION:**  
The Collection System Master Plan completed in October 2011 concluded that a flow equalization basin constructed in the vicinity of the Linda Mar Station would eliminate the need for a major capacity increase for Linda Mar Pump Station and parallel force main, and to limit the flow pumped to the CCWRP during peak wet weather flow conditions. The equalization basin will be an underground storage basin with gravity inflow and pumped discharge. The underground basin would allow existing above-ground uses to remain, minimizing aesthetic impacts and disruption to community activities. Expected to be funded by new bond issued 2016-17.

**PURPOSE BENEFIT:**  
To increase collection system capacity.

**JUSTIFICATION:**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Addresses Legal Mandate | <input type="checkbox"/> Replace Existing Asset                      |
| <input type="checkbox"/> Resolves Health or Safety Problems | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input type="checkbox"/> Preserves Existing Asset           | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Enterprise Wastewater Construction Fund	Total
Planning & Design	\$595	\$595
Project Management	\$170	\$170
Construction	\$2,500	\$2,500
Construction Management	\$100	\$100
Miscellaneous	\$85	\$85
<b>TOTAL</b>	<b>\$3,450</b>	<b>\$3,450</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
The scheduled maintenance is estimated to be approximately \$20,000 annually.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** Collection System Rehabilitation and Replacement Projects

**PROJECT NO.:** C031

**FUND:** Fund 34 - Enterprise Wastewater Construction Fund

**DEPARTMENT/MANAGER:** Wastewater/Martinez

**GENERAL LOCATION:** Pacifica Citywide

**PROJECT DESCRIPTION:**  
The Collection System Master Plan completed in October 2011 concluded that substantial reductions in inflow and infiltration can only be achieved by a comprehensive rehabilitation or replacement of the sewer pipes. This CIP will rehabilitate, replace or repair existing pipes as recommended by the Master Plan. Please refer to the Master Plan for more details.

**PURPOSE BENEFIT:**  
Reduce inflow and infiltration and improve structural integrity of the pipelines.

**JUSTIFICATION:**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Addresses Legal Mandate            | <input type="checkbox"/> Replace Existing Asset                      |
| <input checked="" type="checkbox"/> Resolves Health or Safety Problems | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input type="checkbox"/> Preserves Existing Asset                      | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Enterprise Wastewater Construction Fund	Total
Planning & Design	\$100	\$100
Construction Management	\$90	\$90
Construction	\$1,200	\$1,200
Construction	\$10	\$10
<b>TOTAL</b>	<b>\$1,400</b>	<b>\$1,400</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
No change in scheduled maintenance cost.



## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** Lateral Grant Assistance

**PROJECT NO.:** C032

**FUND:** Fund 34 - Enterprise Wastewater Construction Fund

**DEPARTMENT/MANAGER:** Wastewater/Martinez

**GENERAL LOCATION:** Pacifica Citywide

**PROJECT DESCRIPTION:**  
The City will embark on implementing a voluntary private service lateral replacement program to reduce the addition of inflow and infiltration from defective private service laterals.

**PURPOSE BENEFIT:**  
To reduce inflow and infiltration and reduce sanitary sewer overflows.

**JUSTIFICATION:**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Addresses Legal Mandate            | <input type="checkbox"/> Replace Existing Asset                      |
| <input checked="" type="checkbox"/> Resolves Health or Safety Problems | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input type="checkbox"/> Preserves Existing Asset                      | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Enterprise Wastewater Construction Fund	Total
Miscellaneous	\$50	\$50
<b>TOTAL</b>	<b>\$50</b>	<b>\$50</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
No change in scheduled maintenance cost.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** Digesters

**PROJECT NO.:** P002

**FUND:** Fund 34 - Enterprise Wastewater Construction Fund

**DEPARTMENT/MANAGER:** Wastewater/TBD

**GENERAL LOCATION:** Calera Creek Water Recycling Plant

**PROJECT DESCRIPTION:**  
 To modify the Autothermal Thermophilic Aerobic Digestion (ATAD) digester system to 2<sup>nd</sup> Generation ATAD system.  
 Phase 1: Added blower and Drives; Installed mixing pumps (ATAD 1&2), foam control, transfer piping & valves, heat exchangers, Control cabinet with AB Control Logix PLC. Modified piping. Phase 1 was completed in April 2009 with a total amount of  
 Phase 2: Install 2 jet motive pumps, 4 expansion boots, 2 foam control splash plate, 1 pressure transducers, 1 actuated dilution air damper. PLC programming. Modify piping and tanks. Phase 2 is ongoing

**PURPOSE BENEFIT:**  
 Improved sludge treatment, reduce odors, reduce ammonia loading, reduce hauling fees, improve control

**JUSTIFICATION:**

- |  |  |
|--|--|
| <input type="checkbox"/> Addresses Legal Mandate             | <input type="checkbox"/> Replace Existing Asset                      |
| <input type="checkbox"/> Resolves Health or Safety Problems  | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input checked="" type="checkbox"/> Preserves Existing Asset | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Enterprise Wastewater Construction Fund	Total
Construction	\$420	\$420
System Integration	\$30	\$30
<b>TOTAL</b>	<b>\$450</b>	<b>\$450</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
 No change in scheduled maintenance cost.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** CCWRP Pump Replacement

**PROJECT NO.:** P004 (Formerly P005)

**FUND:** Fund 34 - Enterprise Wastewater Construction Fund

**DEPARTMENT/MANAGER:** Wastewater/TBD

**GENERAL LOCATION:** Calera Creek Water Recycling Plant

**PROJECT DESCRIPTION:**  
On-going purchase the replace aging pumps and valves for the Calera Creek Water Recycling Plant

**PURPOSE BENEFIT:**  
To replace aging pumps.

**JUSTIFICATION:**

- |   |  |
|---|--|
| <input type="checkbox"/> Addresses Legal Mandate            | <input checked="" type="checkbox"/> Replace Existing Asset           |
| <input type="checkbox"/> Resolves Health or Safety Problems | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input type="checkbox"/> Preserves Existing Asset           | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Enterprise Wastewater Construction Fund	Total
Equipment Purchase	\$100	\$100
<b>TOTAL</b>	<b>\$100</b>	<b>\$100</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
No change in scheduled maintenance cost.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** CCWRP SCADA and PLC Upgrade (Formerly CCWRP SCADA and PLC Upgrade FY 2015-16)

**PROJECT NO.:** P008A

**FUND:** Fund 34 - Enterprise Wastewater Construction Fund

**DEPARTMENT/MANAGER:** Wastewater/TBD

**GENERAL LOCATION:** Calera Creek Water Recycling Plant

**PROJECT DESCRIPTION:**  
 Upgrade the Supervisory Control And Data Acquisition (SCADA) and Programmable Logic Controller (PLC) Systems at the Calera Creek Water Recycling Plant.

A PLC is an industrial solid-state computer that monitors inputs and outputs, and makes logic-based decisions for automated processes or machines.

The plant and pump stations have numerous Rockwell PLC-5's throughout the plant that are reaching the end of their useful life and are in need of replacement. In addition, Rockwell Automation has announced that as of June 2017, the PLC-5 Control System will be discontinued and no longer available for sale. Therefore, the purchasing of replacement parts will become increasing more difficult and expensive moving forward.

**PURPOSE BENEFIT:**  
 Reliability and dependability.

**JUSTIFICATION:**

- |   |  |
|---|--|
| <input type="checkbox"/> Addresses Legal Mandate            | <input checked="" type="checkbox"/> Replace Existing Asset           |
| <input type="checkbox"/> Resolves Health or Safety Problems | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input type="checkbox"/> Preserves Existing Asset           | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Enterprise Wastewater Construction Fund	Total
Planning & Design	\$75	\$75
Equipment Purchase	\$25	\$25
<b>TOTAL</b>	<b>\$100</b>	<b>\$100</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
 No change in scheduled maintenance cost.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGE PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** Calera Creek and Wetlands Maintenance

**PROJECT NO.:** P011A

**FUND:** Fund 34 - Enterprise Wastewater Construction Fund

**DEPARTMENT/MANAGER:** Wastewater/TBD

**GENERAL LOCATION:** Calera Creek Water Recycling Plant

**PROJECT DESCRIPTION:**  
Maintenance and Monitoring requirements for the restored Calera Creek wetlands and snake ponds

**PURPOSE BENEFIT:**  
To comply with the requirements of Coastal Commission permits for the restored wetlands and snake ponds.

**JUSTIFICATION:**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Addresses Legal Mandate | <input type="checkbox"/> Replace Existing Asset                      |
| <input type="checkbox"/> Resolves Health or Safety Problems | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input type="checkbox"/> Preserves Existing Asset           | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Enterprise Wastewater Construction Fund	Total
Miscellaneous	\$100	\$100
<b>TOTAL</b>	<b>\$100</b>	<b>\$100</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
No change in scheduled maintenance cost.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** CCWRP NPDES Permit Renewal

**PROJECT NO.:** P013A

**FUND:** Fund 34 - Enterprise Wastewater Construction Fund

**DEPARTMENT/MANAGER:** Wastewater/Aguiar

**GENERAL LOCATION:** Calera Creek Water Recycling Plant

**PROJECT DESCRIPTION:**  
Renewal of CCWRP National Pollutant Discharge Elimination System (NPDES) Permit No. CA0038776 which expires on February 28, 2017

**PURPOSE BENEFIT:**  
NPDES Compliance

**JUSTIFICATION:**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Addresses Legal Mandate | <input type="checkbox"/> Replace Existing Asset                      |
| <input type="checkbox"/> Resolves Health or Safety Problems | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input type="checkbox"/> Preserves Existing Asset           | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Enterprise Wastewater Construction Fund	Total
Planning & Design	\$100	\$100
<b>TOTAL</b>	<b>\$100</b>	<b>\$100</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
No change in scheduled maintenance cost.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** CCWRP Roof Improvements

**PROJECT NO.:** P018

**FUND:** Fund 34 - Enterprise Wastewater Construction Fund

**DEPARTMENT/MANAGER:** Wastewater/TBD

**GENERAL LOCATION:** Calera Creek Water Recycling Plant

**PROJECT DESCRIPTION:**  
Re-roof CCWRP building

**PURPOSE BENEFIT:**  
Stop leaks in the CCWRP building

**JUSTIFICATION:**

- |  |  |
|--|--|
| <input type="checkbox"/> Addresses Legal Mandate             | <input type="checkbox"/> Replace Existing Asset                      |
| <input type="checkbox"/> Resolves Health or Safety Problems  | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input checked="" type="checkbox"/> Preserves Existing Asset | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Enterprise Wastewater Construction Fund	Total
Construction	\$160	\$160
<b>TOTAL</b>	<b>\$160</b>	<b>\$160</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
No change in scheduled maintenance cost.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** Beach Boulevard Seawall Repair

**PROJECT NO.:** S002

**FUND:** Fund 38 - Disaster Accounting Fund

**DEPARTMENT/MANAGER:** DPW/Ocampo

**GENERAL LOCATION:** Beach Boulevard and Santa Maria Avenue

**PROJECT DESCRIPTION:**  
Repair breach section of the Beach Boulevard Seawall repair promenade, street surface and street lighting. City staff has applied for California Disaster Assistance Act (CDAA) Grant.

**PURPOSE BENEFIT:**  
Repair of the Beach Boulevard Seawall to restore vehicular and pedestrian traffic along Beach Boulevard.

**JUSTIFICATION:**

- |  |  |
|--|--|
| <input type="checkbox"/> Addresses Legal Mandate             | <input type="checkbox"/> Replace Existing Asset                      |
| <input type="checkbox"/> Resolves Health or Safety Problems  | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input checked="" type="checkbox"/> Preserves Existing Asset | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Disaster Accounting Fund	Total
Construction	\$1,550	\$1,550
<b>TOTAL</b>	<b>\$1,550</b>	<b>\$1,550</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
No change in scheduled maintenance cost.



## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** Milagra Creek Outfall Repair

**PROJECT NO.:** S003

**FUND:** Fund 38 - Disaster Accounting Fund

**DEPARTMENT/MANAGER:** DPW/Ocampo

**GENERAL LOCATION:** 800 block of Palmetto Avenue

**PROJECT DESCRIPTION:**  
Repair of Milagra Creek Outfall. City staff has applied for California Disaster Assistance Act (CDAA) Grant.

**PURPOSE BENEFIT:**  
Restore the Milagra Creek Outfall to mitigate further damage to existing storm drain system.

**JUSTIFICATION:**

- |  |  |
|--|--|
| <input type="checkbox"/> Addresses Legal Mandate             | <input type="checkbox"/> Replace Existing Asset                      |
| <input type="checkbox"/> Resolves Health or Safety Problems  | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input checked="" type="checkbox"/> Preserves Existing Asset | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Disaster Accounting Fund	Total
Construction	\$1,155	\$1,155
<b>TOTAL</b>	<b>\$1,155</b>	<b>\$1,155</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
No change in scheduled maintenance cost.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** Westline Drive Slope Repair

**PROJECT NO.:** S008

**FUND:** Fund 38 - Disaster Accounting Fund

**DEPARTMENT/MANAGER:** DPW/Ocampo

**GENERAL LOCATION:** Westline Drive

**PROJECT DESCRIPTION:**  
Repair of slope erosion supporting Westline Drive caused by storms. City staff has applied for California Disaster Assistance Act (CDAA) Grant.

**PURPOSE BENEFIT:**  
Repair slope erosion at Westline Drive to protect public facilities.

**JUSTIFICATION:**

- |  |  |
|--|--|
| <input type="checkbox"/> Addresses Legal Mandate             | <input type="checkbox"/> Replace Existing Asset                      |
| <input type="checkbox"/> Resolves Health or Safety Problems  | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input checked="" type="checkbox"/> Preserves Existing Asset | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Disaster Accounting Fund	Total
Planning and Design	\$5	\$5
Construction	\$15	\$15
<b>TOTAL</b>	<b>\$20</b>	<b>\$20</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
No change in scheduled maintenance cost.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** Milagra Sinkhole Repair

**PROJECT NO.:** New

**FUND:** Fund 38 - Disaster Accounting Fund

**DEPARTMENT/MANAGER:** DPW/Ocampo

**GENERAL LOCATION:** Parking lot behind Pacifica Fire station located at 616 Edgemar Avenue

**PROJECT DESCRIPTION:**  
Ground saturation & subsidence caused failure at pipe joints; replace and repair existing pipes. City staff has applied for California Disaster Assistance Act (CDAA) Grant.

**PURPOSE BENEFIT:**  
Repair failure at pipe joints to mitigate further damage to existing storm drain system.

**JUSTIFICATION:**

- |  |  |
|--|--|
| <input type="checkbox"/> Addresses Legal Mandate             | <input type="checkbox"/> Replace Existing Asset                      |
| <input type="checkbox"/> Resolves Health or Safety Problems  | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input checked="" type="checkbox"/> Preserves Existing Asset | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Disaster Accounting Fund	Total
Planning and Design	\$60	\$60
Construction	\$535	\$535
<b>TOTAL</b>	<b>\$595</b>	<b>\$595</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
No change in scheduled maintenance cost.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** Beach Boulevard and Paloma Avenue Sinkhole Repair

**PROJECT NO.:** New

**FUND:** Fund 38 - Disaster Accounting Fund

**DEPARTMENT/MANAGER:** DPW/Ocampo

**GENERAL LOCATION:** Beach Boulevard and Paloma Avenue

**PROJECT DESCRIPTION:**  
Sinkhole filled with slurry; permanent concrete, decorative rock and pavement restoration. City staff has applied for California Disaster Assistance Act (CDAA) Grant.

**PURPOSE BENEFIT:**  
Provide continued protection to Beach Boulevard and restore pedestrian walkway.

**JUSTIFICATION:**

- |  |  |
|--|--|
| <input type="checkbox"/> Addresses Legal Mandate             | <input type="checkbox"/> Replace Existing Asset                      |
| <input type="checkbox"/> Resolves Health or Safety Problems  | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input checked="" type="checkbox"/> Preserves Existing Asset | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Disaster Accounting Fund	Total
Construction	\$8	\$8
<b>TOTAL</b>	<b>\$8</b>	<b>\$8</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
No change in scheduled maintenance cost.

## CITY OF PACIFICA 2016-2017 CAPITAL BUDGET PROJECT DESCRIPTION WORKSHEET

**PROJECT TITLE:** Beach Boulevard and Santa Rosa Avenue Sinkhole Repair

**PROJECT NO.:** New

**FUND:** Fund 38 - Disaster Accounting Fund

**DEPARTMENT/MANAGER:** DPW/Ocampo

**GENERAL LOCATION:** Beach Boulevard and Santa Rosa Avenue

**PROJECT DESCRIPTION:**  
Sinkhole filled with slurry; permanent concrete, decorative rock and pavement restoration. City staff has applied for California Disaster Assistance Act (CDAA) Grant.

**PURPOSE BENEFIT:**  
Provide continued protection to Beach Boulevard and restore pedestrian walkway.

**JUSTIFICATION:**

- |  |  |
|--|--|
| <input type="checkbox"/> Addresses Legal Mandate             | <input type="checkbox"/> Replace Existing Asset                      |
| <input type="checkbox"/> Resolves Health or Safety Problems  | <input type="checkbox"/> Preserves Aesthetic Character of Facility   |
| <input checked="" type="checkbox"/> Preserves Existing Asset | <input type="checkbox"/> Priority Improvement for Designated Funding |

**PROJECT STATUS:** Active

**CAPITAL COSTS (\$ IN THOUSANDS)**

	Disaster Accounting Fund	Total
Construction	\$55	\$55
<b>TOTAL</b>	<b>\$55</b>	<b>\$55</b>

**EFFECT OF THE PROJECT ON ANNUAL OPERATIONS; INCLUDING ESTIMATED COSTS TO SUSTAIN THE PROJECT:**  
No change in scheduled maintenance cost.