

2018-2019 ANNUAL OPERATING BUDGET AND FIVE-YEAR CAPITAL IMPROVEMENT PROJECT BUDGET



COUNCILMEMBERS

PATRICK FLORA
MORGAN GOODWIN
JESSICA ABRAMS

MAYOR

CAROLYN WALLACE DEE

VICE MAYOR

DAVID TIRMAN

TOWN MANAGER

JEFF LOUX

PROPOSED

The cover photo displays the corner of the intersection at Donner Pass Road and Bridge Street, affectionately nicknamed Malfunction Junction by residents. The intersection has been maintained as a three-way stop to ensure driver safety when crossing over the railroad tracks, but this often causes confusion for drivers entering the intersection for the first time.

In the background, an Amtrak train passes by. The railroad has played a major role in the development of Truckee. The train has been used for transportation of ice and wood to the San Francisco region for sale to bringing some of the first tourists to experience the magic of snow.

The foreground displays a landscaping box added as part of a recent streetscaping project in the historic downtown core. In designing the project, one of Town staffs' goals was to retain the historic feel of the strip.

Photographer: Grant Kay

PROPOSED

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SECTION 1 - OVERVIEW

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RESOLUTION TO ADOPT THE FY 2018/19 BUDGET
COUNCIL GOALS
INTRODUCTION TO THE TOWN OF TRUCKEE
MAP OF THE TOWN OF TRUCKEE
NOTES ON BUDGET PREPARATION
ORGANIZATION CHART

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Town Council

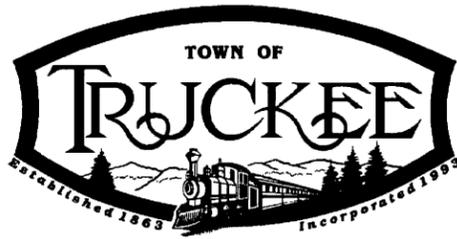
Carolyn Wallace Dee, Mayor

David Tirman, Vice Mayor

Patrick Flora, Council Member

Jessica Abrams, Council Member

Morgan Goodwin, Council Member



Department Heads

Jeff Loux, Town Manager

Andy Morris, Town Attorney

Robert Leftwich, Chief of Police

Denyelle Nishimori, Community Development Director

Kim Szczurek, Administrative Services Director

Judy Price, Town Clerk

Daniel Wilkins, Public Works Director/Town Engineer

May 12, 2018

Honorable Mayor and Members of the Town Council

Subject: Fiscal Year 2018/19 Annual Operating and Capital Budget

We are very pleased to provide the proposed fiscal year 2018/19 Annual Operating and Capital Budgets for Council's consideration. This proposed budget includes consideration of the Council's 2018 priorities established in January of 2018, direction given at the April 16th workshop, as well as the direction provided at the May 14th council workshop. Staff is requesting that you review the final changes to the budget and, if you are satisfied with the final proposal, approve the budget as part of the June 12th Council Meeting.

Much like last year, we are beginning to have constraints on General Fund expenditures that have required difficult prioritization discussions amongst many deserving projects and programs. Any additions to funded items, either capital or operations, will need to be offset by reductions in some other area. In staff's view, we simply do not have the resources to continue to add without a commensurate reduction.

Starting from the highest level, the assumptions that staff used in building the budget are outlined here:

1. **Service Assumptions:** Basic Town services will continue to be provided at a similar level as provided in the previous year.
2. **Basic Budgeting Assumptions:** Revenues and expenditures are estimated over a rolling five year period. As a matter of practice, staff attempts to provide a true projection of the future - as a general rule we will be conservative (low) on the revenue side and conservative (high) on the expenditure side. Each year provides an opportunity to "true up" to reality as the five year model rolls forward.
3. **Revenue Projections:** We are generally looking at a slow-down in the increases in revenues this year from what we have seen in the past few years. This year we are modeling a 3.5% growth in property tax, a 1.12% increase in sales tax, and a 14.81% increase in Transient Occupancy Tax (TOT) from the budgeted amounts last year (we continue to get less conservative on projecting this revenue source). Additionally, no increase was projected for franchise fees due to low natural gas prices and a continuing decline in court fines was included in the model.

Tahoe/Truckee



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4. **Labor Cost Assumptions:** Labor costs were a bit challenging to model this year since we are in active contract negotiations with all three of our labor groups. We have come to tentative agreements (which will be agendized for approval at the June 12 meeting) with two of those groups and have updated the budget estimates to match those agreements. For FY 18/19 we have included a 1.5% cost of living increase, 5% pay for performance pool and a 10% increase in health care costs. We have also included an increase to the Town contribution of 2% to the deferred compensation amounts for all employees as a one-time ongoing increase.
5. **Pension Cost Assumptions (CalPERS):** We have modeled the very significant increasing California Public Employee's Retirement System (CalPERS) retirement costs that are a result of CalPERS lowering of their assumed rate of investment return. As Council is aware, we are anticipating a doubling (an additional \$1.6 million) of the overall cost of providing retirement benefits to employees over our five year planning horizon. These increasing costs and the resulting reduction in net operating revenue will have an effect on the Town's General Fund ability to generate cash to pay for things not in operations including the road maintenance reserve and capital projects. While we are by no means in a budget "crisis", we are certainly in a budget "belt tightening" that we wouldn't otherwise have to address if the CalPERS rates were stable. Because expenses are predicted to increase faster than revenues during the planning period, the net operating revenue (after operations and debt service) reduces each year – from about \$4.0 million in FY 18/19 to about \$2.9 million in FY 22/23. This is concerning for two reasons: the increasing costs will, over time, become larger than the available revenues, and this net operating revenue is what pays for road maintenance and capital projects funded by the General Fund. We have tried to balance and buffer this trend in the FY 18/19 budget while not impacting services. Staff will continue to monitor this trend over the next budget period.
6. **General Fund Reserve Assumptions:** New Council assigned reserves in this budget plan include only the reserve for road maintenance of \$1.25 million per year. This represents full funding in accordance with the 2018 Pavement Maintenance Plan. Unlike past years, there are no other additional targeted savings for future projects included in the proposal. This is due to the increased financial constraints discussed above. There is, however, a pool of \$2.5 million that has previously been set aside by Council for future projects. More on that is provided below.
7. **Unallocated Reserves Assumption:** In keeping with prior Council direction, a target of \$5 million has been set for the unallocated reserve, and the current budget proposal maintains that level over the five year plan.

OPERATING BUDGET HIGHLIGHTS

- **Pavement Maintenance:** Staff is recommending an increase to the annual pavement overlay reserve at the \$1.25 million level to fully fund the required amount identified in the 2018 Pavement Management Plan to keep Town roads in excellent condition. It is important to note that the Town has continued to fund this reserve every year, but only last year were we able to fully fund it for the first time. Adjustments were made during the recession when Council reduced the acceptable road maintenance indices in order to fund other operating costs. With

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successful passage of SB1, we anticipate an additional \$370,000 in roads funding which reduces the impact on overall General Fund funding. This General Fund funding may vary year to year depending on SB1 and Measure V revenues.

- **Staffing Changes:** A modest number of staff changes are anticipated. The primary proposals in the General Fund include an additional information technology GIS/database administrator; additional office assistant staffing in Fleet and Facilities the Clerk's office, Transit, and Administrative Services; an increase in animal caretaker hours; and a small adjustment to reserves in the Police Department (PD), as well as a conversion of an officer position to a sergeant position. Importantly, the PD has included staffing and other costs for an Emergency Services Coordinator who will work 960 hours per year. Specific details regarding these changes is included in the division descriptions throughout the budget document.
- **Information Technology:** The Information Technology Strategic Plan has identified the need for stepped up investment - both in people and infrastructure – to be prepared for the current and future demand from our citizens for technology based communications. This includes an increased investment in Geographic Information Systems (GIS), and increased capacity for cyber security, system resilience and upgrades. Other budgeted IT investments include expanding the use of an existing asset management software to multiple divisions as well as planning for a joint upgrade to the software used for dispatch services through Nevada County. We believe that continued modest investment in IT is essential to get us up to the other benchmarked communities.
- **Renewable Energy Initiatives:** Approximately \$70,000 in additional annual costs for utilities has been added to address the Council's commitment to sustainability with the eventual goal of 100% renewable energy. This increase will allow the Town to access 100% "renewable" electricity from the Truckee Donner Public Utilities District (PUD). More importantly, it will kick start the PUD's "green" program that they will market to many other businesses, organizations, and individual users in the future. The PUD has indicated that the Town, as a major and highly visible customer, will become the "poster child" for others to join the green rate. Over time, the "green rate" should come down as the PUD's percentage of renewables goes up.
- **Climate Change Resiliency:** In addition to the electricity change, staff is proposing an energy efficiency audit for all of our Town buildings and facilities including exploring options for solar installation. Solar will be included in the new corporation yard facility. The budget also includes two capital projects for future Town facility energy efficiency upgrades and a project for climate action activities that would promote renewable energy, resource conservation, and other related programs. The Town has been awarded a \$155,000 grant from CalTrans for additional climate change resiliency policy work related to the General Plan Update.
- **Solid Waste Fund:** Recycling and Solid Waste, while not paid for by the General Fund, is moving along quickly with the implementation of the new residential and commercial services and negotiating improvements at Placer County's landfill operation. One of the staffing changes in the budget is for this improved program.

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- **Public Transit:** Staff is proposing General Fund funding (approximately \$125,000 annually) for the limited shuttle services initiated in the last couple of years including Truckee Thursdays, July 4th and the Holiday Shuttle. We have also proposed eliminating the fare box for the fixed route buses and for Dial-a-Ride for ADA eligible customers.
- **Short-Term Rental and Transient Occupancy:** Based on the continued increase in short-term rental registrations and tax revenue, staff is proposing a continuation of enhanced TOT compliance efforts through an ongoing relationship with Host Compliance and Town staff.
- **General Plan Update:** The Planning Division and others (e.g. Engineering) have embarked on the General Plan update process including a new Housing Element and housing initiatives, an updated Downtown Specific Plan and Climate Action Strategy. A General Plan/Environmental Impact Report consultant and Project Manager are included in the budget for this project.
- **Potential Legal Action:** With the current high level of potentially significant development projects and projects in appeal, the Town Attorney's operating budget includes some funding should legal services be necessary related to this activity.
- **Parking Strategic Plan:** To better understand the current and future needs of the downtown parking situation, the Public Safety staff is proposing a strategic analysis study.
- **Economic Development:** The Economic Development Division will continue to pursue an aggressive number of initiatives including completion of the special events policies and continued marketing work with the Chamber of Commerce.
- **Fleet Replacements:** Fleet replacements are included in the budget per the fleet replacement plan. Per the 2017 update to the Town purchasing rules, fleet replacements that are approved in this budget will not be presented to Council for re-approval during the fiscal year unless specifically requested.
- **Fleet Maintenance Division Cost Allocation:** The Town's Fleet Maintenance Division services equipment for all Town divisions. The costs of the Fleet Maintenance Division are allocated to Town divisions based on the actual cost and proportion of labor used to service each division's equipment. The fleet maintenance allocation budget is based on a 3-year average of those costs and can fluctuate from year to year, especially due to snow related activities (or lack thereof).

CAPITAL IMPROVEMENT PROJECTS THAT ARE INCLUDED AS FUNDED IN THE GENERAL FUND BUDGET

Major capital projects that will be completed or start construction this year based upon prior Council direction and previous budget approval as follows:

- Significant **re-paving and slurry seals** (\$4.59 million in FY 18/19 and \$14.72 million in FY 19/20 through FY 22/23). These projects will pave approximately 42 miles of roadway and apply slurry

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seal to 25-40 miles of roadway per year in addition to the paving work that is part of other projects. The 2018 Pavement Maintenance Program estimates an average annual road maintenance cost of \$4.28 million per year (\$712,000 of which would be funded with Town Special Services Area (TSSA) – Tahoe Donner and TSSA - Glenshire funds). Staff estimates approximately \$1.96 million per year in Measure V Sales Tax funds would be available for preventative and rehabilitative road maintenance. This would then require an additional \$1.25 million in General Fund road maintenance reserve or other funds to fully fund the program.

- **New storage and garage building at the Corporation Yard** - The \$8.4 million garage, facilities maintenance building and evidence storage building has been included in the capital budget funded by facilities fees (\$1.1 million), general fund savings (\$1.3 million), and General Fund borrowing (\$6.05 million). This would represent only the third outstanding debt for the Town – we have a relatively small loan on the corporation yard (\$5 million) and on the Town Hall (\$5.5 million). These proposed buildings, planned as part of the original corporation yard design, but not constructed due to funding constraints, will improve operational efficiencies and equipment longevity. A benefit of moving forward with this building is expanding our options for the future use of the “Old” Corporation Yard site (plan for the future appropriate use of this site is in the current workload queue) because the old sand barn and shop are used for activities that would occur in this new building. The annual ongoing debt service is estimated to be approximately \$375,000 for 30 years in addition to the General Fund contribution of \$1.3 million from the Town Facilities Improvement designation.
- **Coldstream Road Culvert/Bridge** reconstruction will start and is currently budgeted to be complete in FY 18/19, with the construction anticipated to occur in late spring or summer of 2019. \$490,000 of General Fund funding is allocated for the bridge project. In conjunction with this project, the Coldstream roundabout is included for construction in FY 19/20 and is funded with grant and traffic impact fees.
- Significant funding is provided for the **Envision DPR** project including new sidewalks west of Frates Lane (construction in FY 18/19 and FY 19/20) and a roundabout at Northwoods and Donner Pass Road (construction in FY 19/20 and FY 20/21). We have also added significant costs for undergrounding of utilities related to this project but have also assumed a significant portion of the utility undergrounding funding would come from utility providers. The total General Fund contribution to this project is currently \$4.8 million.
- The **DPR-Stockrest Springs-Jibboom Street Roundabout** is being funded with a General Fund contribution of \$2.0 million from the Council-designated housing General Fund monies. The use of this designation is in support of the work force housing portion of the project to be constructed on the west side of the roundabout. Preliminary design is started in FY 17/18 with construction to begin in FY 18/19.
- The **General Plan** is included for \$1.3 million of funding over the next two years. Council is well aware of this very important project for visioning the Town’s future. This will include a new Housing Element, updated Downtown Specific Plan and Climate Action Strategy. Funding for a

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General Plan/EIR consultant and Project Manager are included. \$155,000 of this project is funded via a CalTrans grant for an assessment related to climate resiliency as noted previously.

- **West River Street** – there are two projects included for General Fund funding included in the budget. The **streetscape** plan includes sidewalks, curbs, gutters, utility undergrounding, landscaping and parking improvements on West River Street from Bridge Street to the Old County Corp Yard site. The total for this project is \$4.5 million. Last year one half of this project was “unfunded”.

The budget also includes nearly \$1.4 million for **redevelopment** on the Old County Corp Yard parcel, to ready it for a commercial river-front use, and begin river’s edge open space improvements. It is hoped that some future grant or developer funding could be used to fund the remaining cost of this project. These improvements include river park design and improvements.

- **Railyard Commitment:** To provide the Council an overall understanding of the Town’s financial involvement (for a total of \$10.15 million) as recommended by staff, a summary is provided here:
 - \$1.5 million in economic development funding (General Fund) to be used for public infrastructure.
 - \$1.65 million in financial assistance for the Artist Loft Affordable Housing from restricted housing funds.
 - \$2.4 million in improvements to the Bridge Street/Donner Pass Road (DPR) and Bridge Street/West River Street intersections. It is noteworthy that in the 2009 Railyard Master Plan the Railyard Development was financially responsible for these improvements. Now the Town is providing the funding via traffic impact fees.
 - \$4.7 million for the Town share of the Church Street extension. This is an important community project that will alleviate the level of service challenge at one of our intersections with the lowest level of service (Glenshire/DPR). The project timing is being driven by and facilitated by the Railyard development. This project is funded via traffic impact fees and facilities impact fees for storm drainage.

Even with this high level of commitment to capital projects, our economic model projects some additional resources are available for Council priorities in FY 18/19 and continuing over the additional four years contained in the financial model. Below is staff’s recommendation for the planned expenditure of these projected resources in the coming year and over the next four years.

- **Developer Partnership Opportunity Designation** - This fund has been challenging to budget because it has been difficult to identify partners that are ready to move forward and to solidify the timing of their efforts. The Council had set aside money each year for these efforts and we had anticipated that the balance of this funding would be used for a developer partnership opportunity sometime in the future. Staff is recommending that the remaining balance in this set aside be **reallocated to streetscape** (\$1.0 million) and **housing priorities** (\$500,000), as reflected in the budget.

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- **Streetscape Designation** - \$2.0 million of the Streetscape designation is programmed to be spent on the West River Street project and the Railyard. Staff is recommending that this set aside be increased by \$1.0 million from the developer partnership set aside as noted in the previous bulleted item. This \$1.0 million would be available to be used in the future at the discretion of the Council.
- **General Fund Allocation to Workforce and Affordable Housing** - In FY 16/17, Council allocated \$2.5 million and established a new housing opportunity fund, recognizing the critical nature of the housing shortage in Truckee. Later, Council approved \$2.0 million of these funds to be used for the construction of the Stockrest Springs Street/Jibboom Street roundabout which facilitates the construction of 138 market rate apartment units for local households. In addition, the Town has approximately \$2.0 million in additional housing monies which have a variety of strings and restrictions attached to them. \$1.65 million of those funds have been identified as the Town's "match" on the Artist Loft housing project in the form of a 55 year loan. The Council also committed a total of \$150,000 to the Mountain Housing Council effort over three years.

At this point, there would be approximately \$500,000 in General Fund housing monies available and \$1.0 million in a variety of other housing funds available with various levels of restrictions on its use. Staff is recommending an additional \$500,000 be moved from the **developer partnership** set aside noted earlier to this housing targeted funding to increase the amount of General Fund available (without restrictions) for future projects to \$1.0 million. Staff does not have specific projects in mind for these funds, but there are many projects in the proposal stages which may be candidates.

- **Open Space Funding** - The \$500,000 set aside in FY 16/17 is still available for opportunities in this area. There are several upcoming potential projects that could be realized with some additional open space funding, that are moving closer to fruition.

CONCLUSION

The Town's proposed annual operating budget and five year model present a fiscally healthy organization that continues to provide core community services, such as road maintenance, snow removal, and public safety, as well as significant capital and policy projects planned for completion. The Town continues to experience positive trends in revenue growth, but staff will closely monitor significant revenue sources as well as outside pressures on expenditure levels for employee retirement in order to be best prepared for changes in financial resources.

Thank you for this opportunity to serve the community.

Sincerely,



Jeff Loux

Town Manager

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**TOWN OF TRUCKEE
California**

RESOLUTION 2018-37

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF TRUCKEE

WHEREAS; the Town of Truckee is a fiscally responsible public entity and is required to adopt an annual operating and capital budget; and

WHEREAS; the budget includes estimated personnel costs based on an approved Job Classification List with established salary ranges; and

NOW THEREFORE BE IT RESOLVED

1. That said Annual Operating and Capital Budget for fiscal year 2018-19, including proposed personnel changes, is hereby approved and adopted, and estimated actual amounts for the fiscal year 2017-18 Capital Improvement Projects are adopted as amended budget amounts; and
2. The Job Classification List for fiscal 2018-19, attached hereto as Exhibit A and incorporated herein by reference, is hereby approved and adopted.

The foregoing resolution was introduced by _____, seconded by _____, at a regular meeting of the Truckee Town Council, held on the __ day of _____, 201_ and adopted by the following vote:

AYES:

NOES:

ABSENT:

To be updated upon adoption of the FY 2018-19 budget by the Town of Truckee Council.

ATTEST:

Wallace Dee, Mayor

Judy Price, MMC, Town Clerk

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2018 Council Mission Statement

We will continue to protect and improve Truckee's quality of life. Through efficient and collaborative governance we will ensure that growth, preservation, capital investments, and Town operations enhance our environmental, social and cultural resources, while balancing long term economic viability.

2018 Council Goals

Continue to revitalize the Downtown and the Truckee River corridor through strategic, innovative partnerships, policies, and funding.

Develop policies, and leverage public and private resources to provide alternatives to the use of private automobiles. Expand bicycle and pedestrian opportunities, in addition to creating a well-funded public transportation strategy supporting the Regional Transit Vision.

Increase the availability of affordable and achievable "locals" housing that supports full-time residents living, working and recreating in Truckee.

Provide leadership to all government partners and community institutions to identify efficiencies that improve community services through facilitation, communication, funding and collaboration.

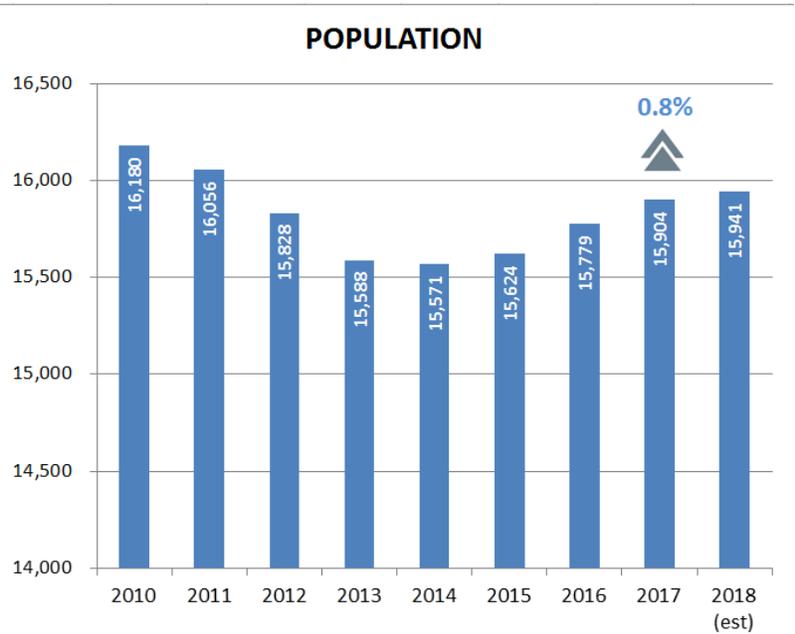
Continue to "Keep Truckee Green," with a strong emphasis on environmental sustainability initiatives and strategies, renewable energy, recycling, reuse, resource conservation and ecological restoration.

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INTRODUCTION TO THE TOWN OF TRUCKEE FY 2018/19

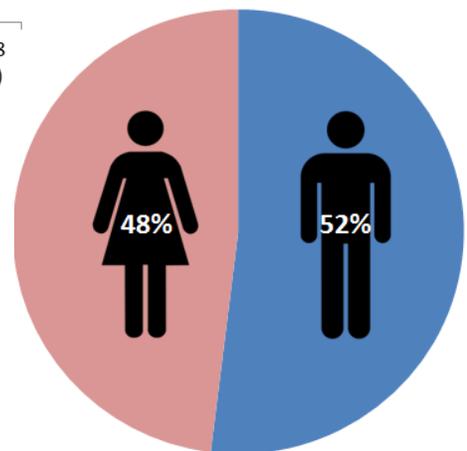
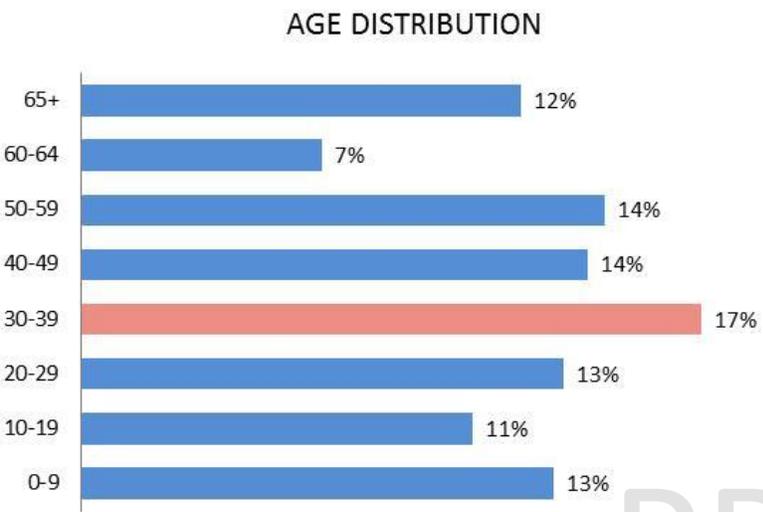
The Town of Truckee is an incorporated town in Nevada County, California. It is located in the majestic northern Sierra Nevada Mountains and is bisected by Interstate 80 and the Truckee River. It has a total area of 33.7 square miles and encompasses a 1.31 square mile lake, Donner Lake. The Town sits at almost 6,000 feet and experiences snowy and cold winters, followed by dry summers. With an average of 245 days of sunshine and 194 inches of snowfall a year, it’s no wonder Truckee has been named Coolest Ski Town in North America and one of the top ten Coolest Outdoor Towns in America by Matador Network.

DEMOGRAPHIC PROFILE –



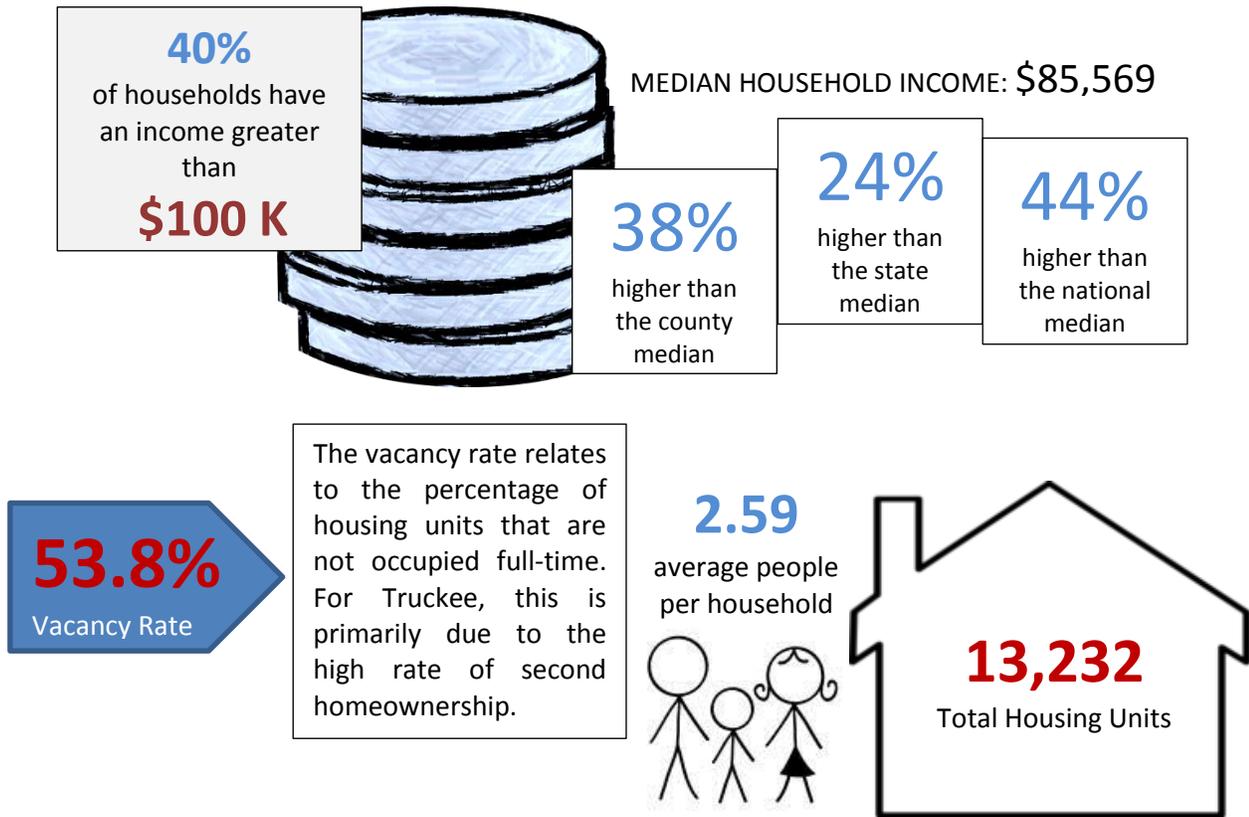
POPULATION AS OF JANUARY
1st, 2017:

15,904



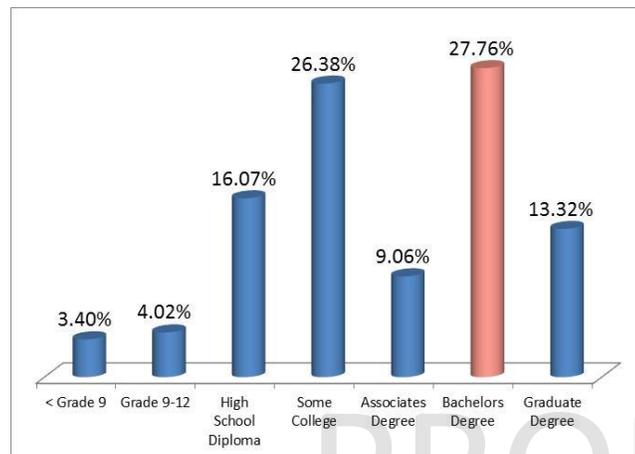
MEDIAN AGE: **37**

INTRODUCTION TO THE TOWN OF TRUCKEE FY 2018/19



COMMUNITY PROFILE –

- Employment:** The Town of Truckee is a major tourist destination and therefore a large part of the economy is service based. The top five occupational categories are Office and Administrative Support (15.98%); Sales (12.17%); Executive, Managers, and Administrators (10.93%); Food Preparation and Serving (7.21%); and Construction and Extraction (5.64%). The Town’s Economic Development Division works in conjunction with the Truckee Chamber of Commerce to market Truckee as a desirable place to run a business. The Division also works with the Sierra Business Council to assist with small-business start-up. Many Truckee businesses are experiencing a shortage in the labor force, particularly for entry-level workers, believed to be due to a shortage of workforce housing.



PROPOSED

INTRODUCTION TO THE TOWN OF TRUCKEE FY 2018/19

- **Recreational Opportunities:** The climate in Truckee lends itself to a wide variety of recreational opportunities for residents and visitors alike. The Town maintains 12.5 miles of paved trail systems. Maintenance includes snow removal during the winter months and sweeping and slurry sealing in the non-winter months. There is a separate public entity that manages all other municipal recreational facilities within the Town, the Truckee Donner Recreation and Parks District. There are more than a dozen ski resorts located in or within driving distance of Truckee, which is a major draw for tourists during the winter months. Donner Lake is located within the town limits, and is primarily under the management of the Department of Fish and Wildlife. The Town currently manages the Aquatic Invasive Species inspection program for watercraft launches into the lake. Many special events occur in Truckee at the lake in the winter snow, on the trail systems and in the sunshine, such as sport races, outdoor concerts, and water events at Donner Lake.
- **Safety:** The Town maintains their own 25 officer police department, but the Town's safety is augmented by California Highway Patrol who patrols Interstate 80 and the Nevada County Sheriff's Department that has a small station within the city limits. The Town's patrol team includes two detectives, a school resource officer to interface with the schools within Truckee, and two traffic officers. The force also offers an alternative patrol service which includes bike patrol on the Town's trail systems and boat patrol on Donner Lake.

MISSION STATEMENT – THE TRUCKEE WAY

Creating the best future for our community requires the highest level of public service – every day. We will accomplish that in partnership with the Town's citizens and our fellow governmental agencies.

We will treat everyone, and their point of view, with respect, courtesy and fairness. We will approach issues with creativity and innovation. We will conduct ourselves, and the Town's business, according to high ethical standards. We will encourage the free exchange of ideas and information by open and honest communication. We believe that non-adversarial dispute resolution results in effective community and employee involvement in the Town and its future.

The reason Town staff feels we have been successful in implementing the mission statement is because of the following:

Sense of Place – The Town and the community it serves are united in their desire to protect and preserve the historic downtown as the heart and soul of this special place. They are equally united in the desire to preserve and protect the environment and quality of life which makes Truckee an attractive place to live and visit. These shared values shape, and frequently control the establishment of Town policies and their related actions.

Clear Priorities – When the Town incorporated the voters made it clear that they desired a different approach to roads, law enforcement, and land use planning. A lot of hard work and expanding economic base have combined to fulfill these priorities. That record of accomplishment, although certainly not without difficult moments, has created an organization and community which believes it can accomplish

INTRODUCTION TO THE TOWN OF TRUCKEE FY 2018/19

what it sets out to do. Establishing clear priorities continues today, with annual Council workshops and an aggressive ongoing community outreach and communication effort.

No Surprises – Everyone working for the Town is committed to a “No Surprises” policy. An early warning of potential problems or upcoming crisis is mandatory.

Community Outreach and Involvement – Although it may be a cliché to some, the Town views itself as part of a larger family which makes up the community. Beyond customary Town duties, when a significant community concern exists the Town believes its role is to reach out and actively engage all parts of the community in considering and, if possible, dealing successfully with that concern using the techniques that are outlined below. Exactly what concerns may arise in the future and the ability of the Town to assist in resolving them cannot be known or predicted. It is the commitment to do so whenever the need arises that distinguishes Truckee.

Non Adversarial Decision Making – All governmental agencies have a decision making style ranging from autocrat to paralysis by analysis. The Truckee Way largely uses a decision making process modeled on the book “Getting to Yes” by Roger Fischer and William Ury of the Harvard Negotiation Project.

Truckee’s adaptation of these principles means the typical decision making protocols on significant issues goes something like this:

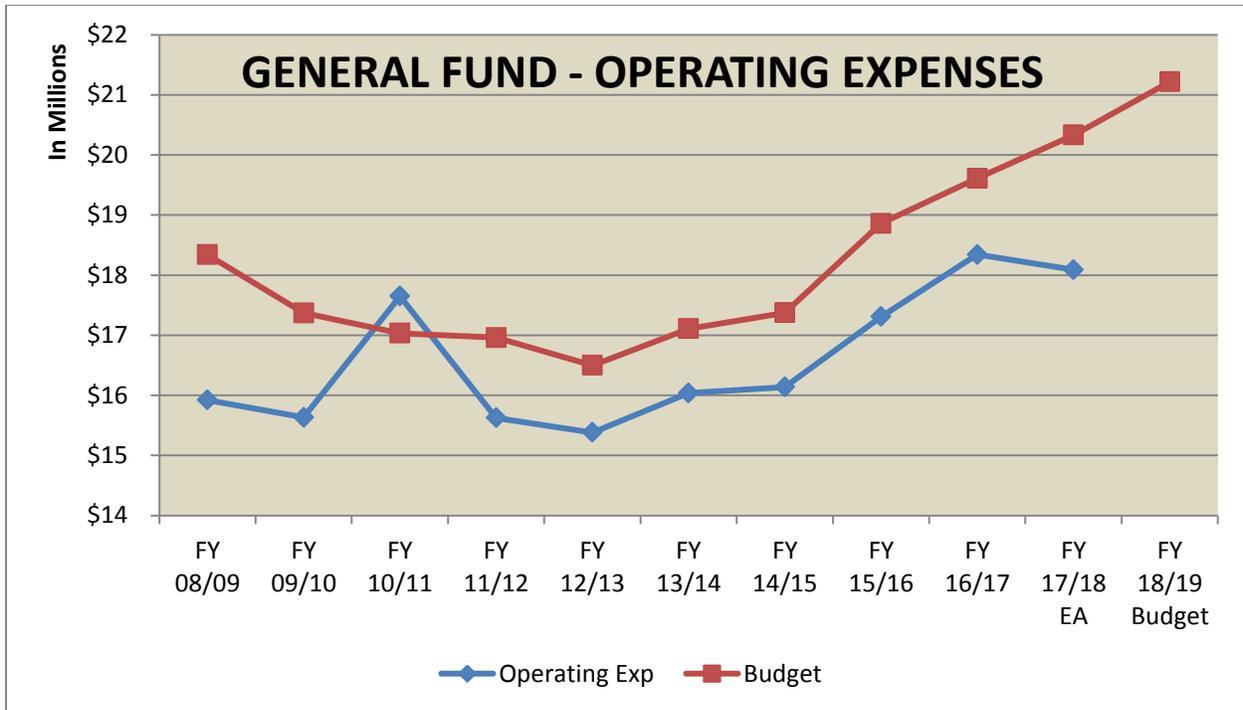
- An individual or team is created to research the issue, develop an understanding of it, and see if other organizations have or are currently facing the same issues
- Once the boundaries of the issue have been determined, the likely interested parties are identified and contact is made to determine their point of view and interest in seeking solutions.
- If Town Council approval is legally required before a decision can be made the Town Council is briefed on the issue and approval is sought to begin an issue resolution process. At this point a decision is made whether the issue is or should be a priority to which Town resources should be devoted and what the impact of the decision will be on other already established priorities.



INTRODUCTION TO THE TOWN OF TRUCKEE FY 2018/19

FINANCIAL TRENDS –

Total Operating Expenses: The Town’s total general fund operating expenses have gradually increased over the past 10 years. The Town has a practice of budgeting expenses conservatively, as is evident when comparing the budgeted operating expenses (red) for FY 16/17 and FY 17/18 to the actual and estimated actuals (blue) for the respective years. The Town works to ensure that expenses are only increased commensurate with the ability to offer additional services to our citizens.



Operating Expenses and Revenues per Citizen: Despite increasing operating expenses, the Town has maintained a relatively stable operating expense dollar per citizen. This means that although our operating expenses have been increasing, they have been increasing relatively proportionate with population increases. The operating expense dollar per citizen in FY 2010/11 was \$1,091. The estimated actual operating expense dollar per citizen for FY 2017/18 is \$1,124, an increase of only \$33 over an eight year period.

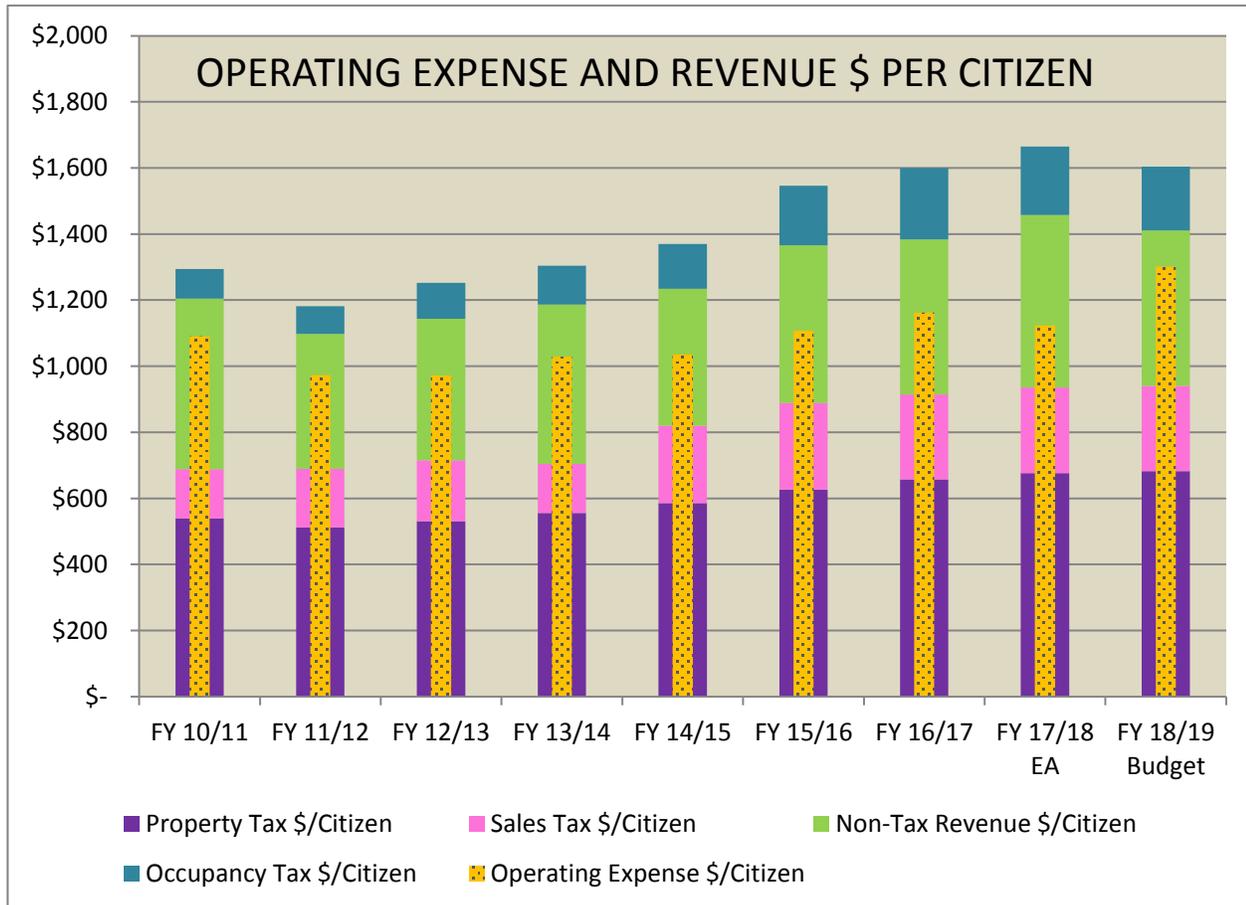
At first glance it appears that the Town is collecting more revenue dollars per citizen. Property tax is one of the main revenue sources the Town uses to pay for services. Property tax has only increased on average 3% per year over the eight year horizon displayed. Due to California’s Proposition 13, property tax assessments can only increase 2% per year, unless the property changes ownership. Therefore, the bulk of the 3% average increase is due to sales.

Truckee is a tourist destination and the Town endeavors to share some of the cost of services to the transient populations that come to Truckee on vacation. Transient occupancy tax (or hotel tax) and sales tax are two ways to accomplish that. Transient occupancy tax is a direct assessment on hotel or temporary stays of 30 nights or less. Sales tax is charged on goods and applicable services. The Town is



INTRODUCTION TO THE TOWN OF TRUCKEE FY 2018/19

collecting \$108.88 per citizen more in transient occupancy tax and \$104.60 per citizen in sales tax than in FY 2010/11. In total, the Town is budgeting to collect \$451 of transient occupancy tax and sales tax per citizen.

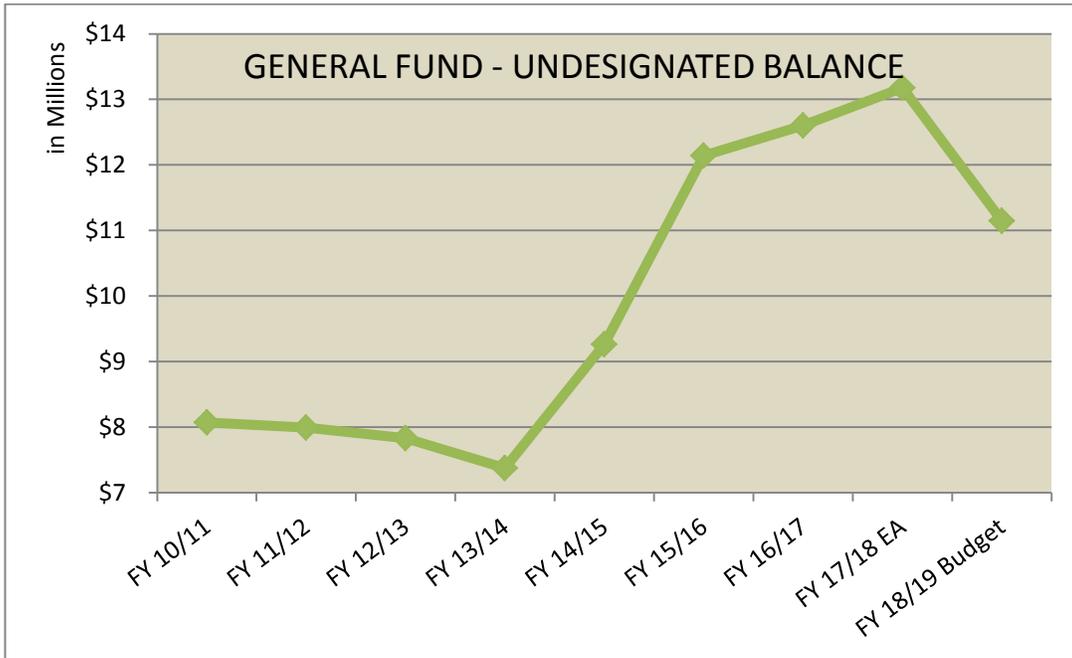


Population estimates obtained from the California Department of Finance

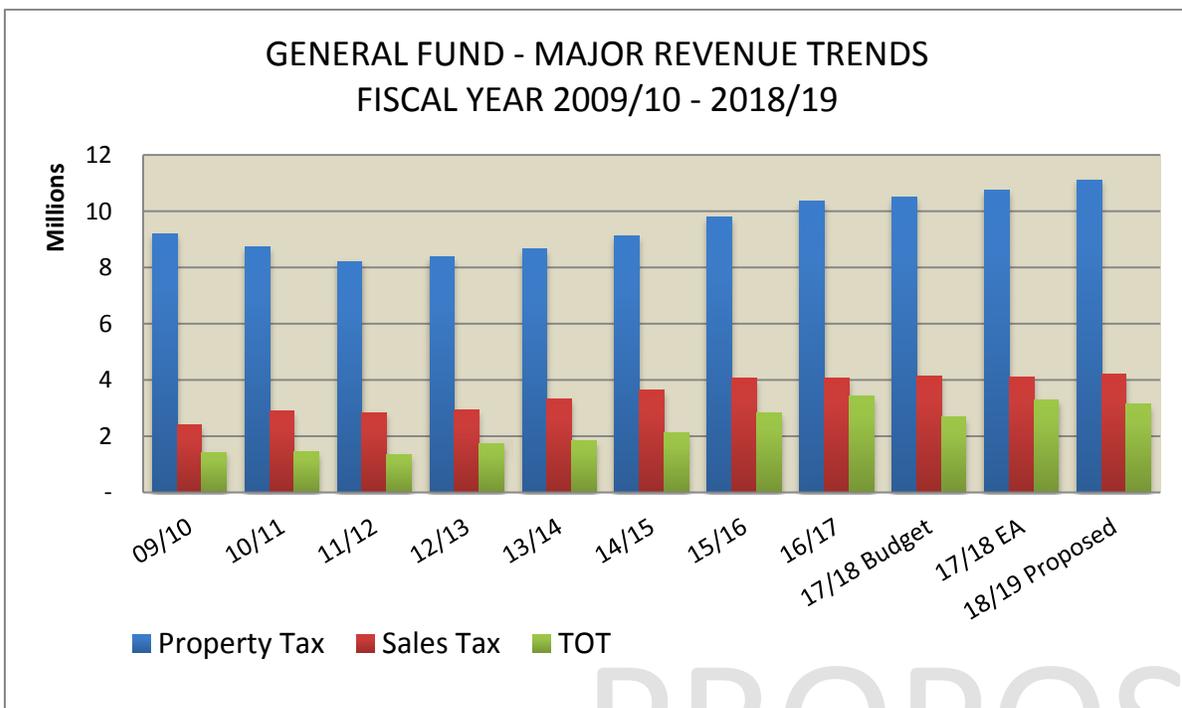
General Fund – Undesignated Balance: Any revenue collected in excess of expenses collects in the General Funds fund balance.

Council has discretion over these available funds and has designated funds towards specific future projects or programs. Council has accumulated \$15 million in various designations which could fund future capital projects or provide for the Town’s operating expenses, in case of emergencies. The current five year budget model, has plans to spend \$16 million of General Fund undesignated cash (both currently available and expected to be available) during the period between FY 18/19 and FY 22/23.

INTRODUCTION TO THE TOWN OF TRUCKEE FY 2018/19



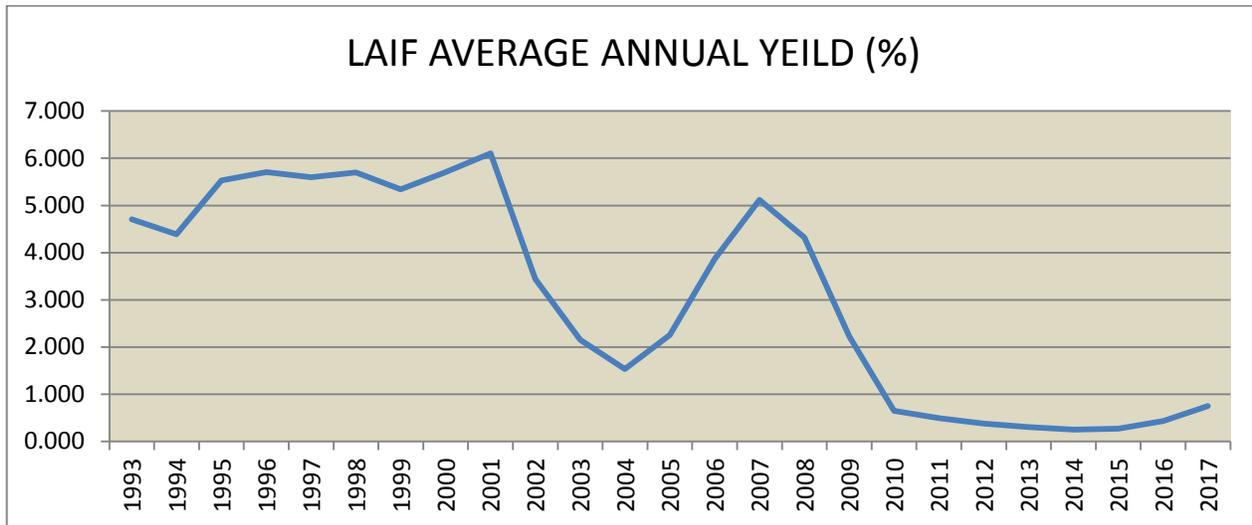
General Fund – Major Revenue Sources: The Town of Truckee relies on three main sources of revenue to fund operations: property tax, sales tax and transient occupancy tax. Staff monitors these sources closely in order to develop accurate budgets. Although the Town experienced decreases in all three sources as a result of the Great Recession, there have been increases in the past few years that have brought these revenue sources, not only to amounts seen prior to the Recession, but higher levels. The FY 18/19 budget includes moderate revenue increases as Staff, with the assistance of outside consultants, believes that revenue growth will slow in the next few years.



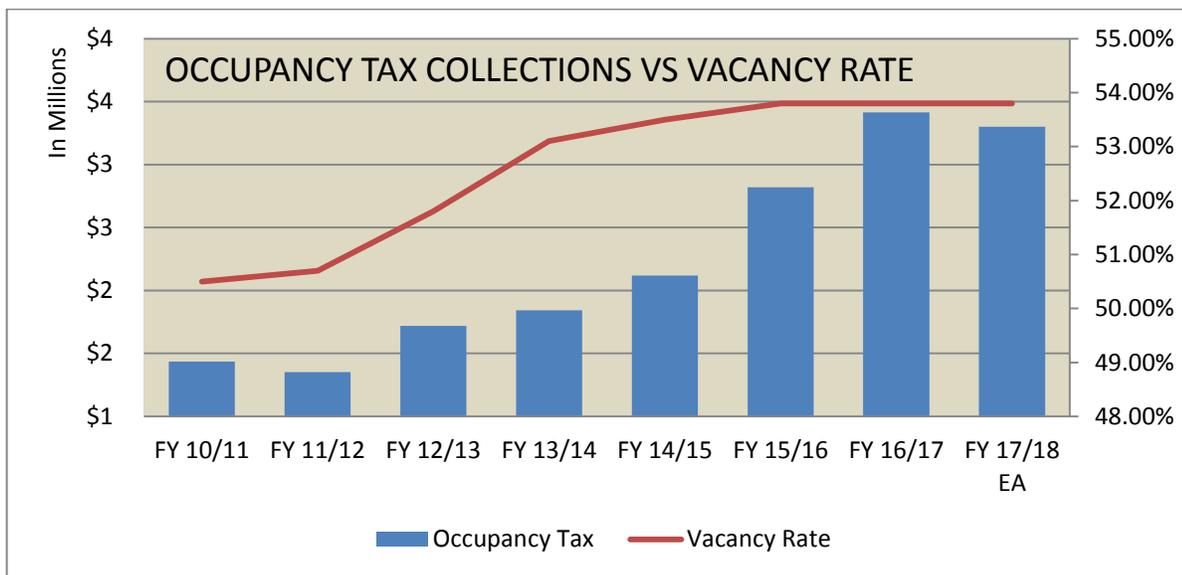
PROPOSED

INTRODUCTION TO THE TOWN OF TRUCKEE FY 2018/19

LAIF Average Annual Yield: The Town maintains a portion of its cash balance in the Local Agency Investment Pool (LAIF). This pool is maintained by the State of California and acts as a savings and investment account for public agencies. Due to the economic changes, the pool’s rate of return decreased beginning in 2010. Unlike other sources of revenue, investment returns have not returned to pre-recession levels. In the past year, the Town has seen some modest increases in interest earnings.



Transient Occupancy Tax Collections and the Town’s Vacancy Rate: Transient Occupancy Tax (TOT) is one of the Town’s three main sources of revenue. The Town has mapped the collections against the estimated vacancy rate (provided by the California Department of Finance). The Town believes that the main driver of vacancy rates for Truckee is second home ownership. Hence this graph shows some correlation between vacancy rate and TOT collections.



INTRODUCTION TO THE TOWN OF TRUCKEE FY 2018/19

FISCAL HEALTH OF TRUCKEE –

In May of 2014, the League of California Cities completed a Municipal Financial Health Diagnostic test on the Town of Truckee. The diagnostic test looked at three financial contexts: 1) cash solvency – the ability to meet immediate financial obligations – generally over the next 30 or 60 days (i.e. accounts payable, payroll); 2) budgetary solvency – the ability to meet all financial obligations during a budget year; and 3) long-run solvency – the ability to meet all financial obligations into the future. It looked at recent past and near future financial measures and indicators to provide an assessment of the Town’s level of financial distress (or continued imbalance between its level of financial commitments and its available financial resources over time) and focused on the General Fund. The Town has reevaluated the diagnostics for the current time period. A review of each question is below the check list.

The diagnostic indicates that the Town is current fiscally healthy.

The California Municipal Financial Health Diagnostic – Financial Distress Checklist		
Measures	1. Does the city have recurring General Fund Operating Deficits?	No
	2. Are the General Fund reserves decreasing over multiple consecutive years?	No
	3. Are General Fund current liabilities (including short-term debt and accounts payable within 60 days) increasing? Are cash and short-term investments decreasing?	No
	4. Are General Fund fixed costs, salaries, and benefits increasing over multiple years at a rate faster than recurring revenue growth?	No
	5. Is the General Fund subsidizing other enterprise or special funds?	No
Practices and Conditions	6. Does the City Council have unconstrained authority (could be constrained by charter, contract or law) to make changes (e.g. binding arbitration, minimum spending, minimum staffing or compensation formulas, etc.)?	No
	7. Is the General Fund’s budget repeatedly balanced with reserves, selling assets, or deferring asset maintenance?	No
	8. Is the General Fund’s budget repeatedly balanced with short-term borrowing, internal borrowing, or transfers from special funds?	No
	9. Are General Fund pension liabilities, post-employment or other non-salary benefits repeatedly deferred or have the costs not been determined, disclosed or actuarially funded?	No
	10. Are General Fund debt service payments “backloaded” into future years?	No
	11. Are ongoing General Fund operating costs funded with temporary development revenues?	No
	12. Are Financial Reports repeatedly filed late? (CAFR, Annual Audit, State Controller’s Financial Transactions Report)	No
	13. Are public service levels far below standards needed in the community?	No

INTRODUCTION TO THE TOWN OF TRUCKEE FY 2018/19

1. Does the city have recurring General Fund Operating Deficits?
This question reviews the Town's net true operating deficits or surplus. It includes net operating revenues adjusted to exclude temporary revenues and net operating expenses including any unbudgeted current liabilities. The Town has maintained an operating surplus in the recent past and is projected to maintain a surplus in the near future. In creating the budget, the Town scrutinizes the budgetary surplus and looks for cost control measures to help stabilize the surplus over the five-year budget horizon. For the FY 18/19 annual budget, one of the biggest factors threatening a stable surplus, is the increasing CalPERS pension costs. Management worked with employee associations through contract negotiations in order to help control pensionable wages.
Score: Because the Town maintains a relatively stable surplus over the review period, this is not an area of concern for the Town.

2. Are the General Fund reserves decreasing over multiple consecutive years?
This question reviews the Town's unreserved fund balance against the Town's net operating expenses. The unreserved fund balance includes any funds that have been assigned at Council's direction and any unassigned funds. In the recent past and over the five-years of budget projections, the Town's unreserved fund balance is either more than or nearly more than the Town's net operating expenses.
Score: The League's diagnostic believes there is need for concern if the unreserved fund balance is 8% or less of the Town's net operating expenses. Therefore, this is not an area of concern for the Town.

3. Are General Fund current liabilities (including short-term debt and accounts payable within 60 days) increasing? Are cash and short-term investments decreasing?
This question reviews the Town's liquidity by reviewing cash and short-term investments in relation to the Town's current liabilities. The Town has 10x the cash and short-term investments as it does current liabilities.
Score: If the ratio of cash and short-term investments to current liabilities is relatively stable, there is no reason for concern. Because the Town's cash and short-term investments are substantial, this is not an issue of concern.

4. Are General Fund fixed costs, salaries, and benefits increasing over multiple years at a rate faster than recurring revenue growth?
This question deals with the fixed costs and Town's budgetary flexibility. When a Town's fixed costs as a percentage of net operating expenditures are increasing or are over 80% of the total net operating expenditures, this may indicate an unstable financial structure. Fixed costs include salaries, wages, and benefits. They could also include those costs over which the Town has little or no control over in the short-run due to contractual agreements, charter restrictions, or state or federal law. The Town does not have many non-personnel related fixed costs. Personnel and miscellaneous fixed costs make up around 70% of the Town's total net operating costs.

INTRODUCTION TO THE TOWN OF TRUCKEE FY 2018/19

Score: The League’s diagnostic indicates that this is an area of concern when fixed costs are increasing and are over 80% of total net operating expenses. Since the Town’s ratio is relatively stable over the review period and is lower than 80%, it is not an issue of concern.

5. Is the General Fund subsidizing other enterprise or special funds?
The Town’s General Fund does not subsidize any other funds within the Town.
Score: Since there is not General Fund subsidization, this is not an area of concern.

6. Does the City Council have unconstrained authority (could be constrained by charter, contract or law) to make changes (e.g. binding arbitration, minimum spending, minimum staffing or compensation formulas, etc.)?
The diagnostic is looking for any restrictions on the Town Council’s authority due to binding arbitration; formulas that require minimum employee compensation, hiring or staffing levels, or spending levels or anything that requires the agreement of others; pledges of general fund support or public facilities as securities for non-general fund debt; or other restrictions.
Score: Since the Town Council’s authority is not constrained by any of the above restrictions, this is not an area of concern.

7. Is the General Fund’s budget repeatedly balanced with reserves, selling assets, or deferring asset maintenance?
Score: Since the General Fund (budgetary or financial year close) is not balanced, has not been balanced, and there are no plans to balance it using reserves, selling assets or deferring asset maintenance, this is not an area of concern.

8. Is the General Fund’s budget repeatedly balanced with short-term borrowing, internal borrowing, or transfers from special funds?
Score: The General Fund (budgetary or financial year close) is not balanced with short-term borrowing, internal borrowing or by owing amounts to other funds through pooled cash. This is true over the diagnostic period of review.

9. Are General Fund pension liabilities, post-employment or other non-salary benefits repeatedly deferred or have the costs not been determined, disclosed or actuarially funded?
Score: The Town has deferred but reported pension costs, other post-employment benefit liabilities, or risk programs in accordance with Generally Accepted Accounting Principles for government agencies.

10. Are General Fund debt service payments “backloaded” into future years?
Score: The General Fund’s debt payments are decreasing over the payment schedule therefore this is not an area of concern.

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11. Are ongoing General Fund operating costs funded with temporary development revenues?
This question looks at whether or not the Town covers on-going operating costs (other than work associated with that development such as planning or building) or debt service with funding from developer fees or taxes or sales taxes from construction.
Score: The Town is not using these fees to cover operating expenses other than those expenses associated with planning or building staff directly related to development tasks therefore this is not an area of concern.

12. Are Financial Reports repeatedly filed late? (CAFR, Annual Audit, State Controller's Financial Transactions Report)
Score: The Town has filed the Annual Financial Report, the Annual Audit and the State Controller's Financial Transactions Report in a timely manner.

13. Are public service levels far below standards needed in the community?
This questions looks at the Town's levels of service related to police staffing, road conditions, and facility maintenance. From a budget perspective, all major services are fully funded. The police department has funding for full staff and expects to be fully staffed during FY 18/19. Staffing shortages in prior years were covered by reserve officers or overtime from other staff members.
During FY 17/18, the Engineering Division, updated the Town's Pavement Maintenance Program. This update included reviewing the funding for road maintenance as well as a review of all Town roads. The Town Council made a small adjustment to the savings rate for the Road Maintenance Reserve based on the findings of the update and with that change the Town's road maintenance plan is fully funded. The road conditions were reviewed and based on the funding status, the Town has a plan to maintain all Town maintained roads an acceptable level.
There are no Town facilities with immediate deferred maintenance needs.
Score: Since service levels meet standards, this is not an area of concern.

The diagnostic also reviewed the following warning signs for financial crisis:

1. Failure to pay an undisputed claim from a creditor within 90 days past claim date.
 - The Town of Truckee does not have any unpaid undisputed claims.

2. Failure to forward income taxes withheld or Social Security contributions for over 30 days past the due date.
 - The Town of Truckee is current on all payroll related tax deposits.

3. Failure to make *required* pension fund contributions on time.
 - The Town of Truckee is current on all payments to CalPERS, the Town's pension benefit provider.

INTRODUCTION TO THE TOWN OF TRUCKEE FY 2018/19

4. Missing a payroll for 7 days.
 - The Town has never been late on payroll.

5. General Fund Available Unrestricted Balance for the end of the fiscal year will be negative.
 - For FY 16/17, the Town’s General Fund Available Unrestricted Balance was \$12,600,667 and is budgeted to be \$10,927,566 for FY 18/19. Council has set a goal for the budgeted available unrestricted balance to be a minimum of \$5 million over the five-year projection horizon. For FY 22/23, staff expects the balance to be \$8,334,013.

MAJOR ACCOMPLISHMENTS –

2018 Pavement Maintenance Program Update: During FY 17/18, staff finished a two-year review and update to the Town’s Pavement Maintenance Program (PMP). The PMP provides an overall picture of the costs and work required to maintain the roads, trails, and parking lots within the Town, with a focus on preventative and rehabilitative maintenance. With the completion of this update, Council approved a slight increase in the savings rate for the Road Maintenance Reserve and with that change, the Town’s pavement maintenance is projected to be fully funded over the next seven years.

Bond Refunding: Currently, the Town only has two bond issuances outstanding. Both issuances have been refunded in the past two years and the bond refunding have resulted in substantial savings in interest costs.

General Fund Bond Refunding - Summary of Savings				
Bond Issue Year	2005	2015	2017	Total
Refunded Bond Issue	2000	2005	2009	
Par Amount	\$ 5,670,000	\$ 4,645,000	\$ 4,265,000	\$ 14,580,000
Total Savings	\$ 1,181,566	\$ 443,008	\$ 688,670	\$ 2,313,244

In addition to interest savings, the Town was able to increase the Town’s Standard and Poor’s Ratings with each new issuance or refunding. A Standard and Poor’s Rating is essentially a credit rating for commercial and governmental agencies. It describes the creditworthiness of an agency’s bonds and gives buyers a level assurance when deciding which bonds to purchase and affects the interest rates an agency is offered through issuers.

Bond Issue	S&P Rating
2000	BBB
2005	A-
2009	AA-
2017	AA+

Brickelltown Streetscape Project: At the end of FY 16/17, staff finished the Brickelltown Streetscape Project (C0322). The project added sidewalks and outdoor seating areas along the historic downtown



INTRODUCTION TO THE TOWN OF TRUCKEE FY 2018/19

commercial core in Truckee. The maintenance of the new streetscaping is allocated to the owners and easement holders of the area. The project used minimal General Fund funds.

Funding Source	Amount	% of Total Funding
Economic Development		
Designation	\$164,220	1.8%
General Fund	\$323,154	3.7%
Measure V Sales Tax Fund	\$473,499	5.3%
Parking Fund	\$113,957	1.3%
RDA Capital	\$319,947	3.6%
RSTP Funds	\$850,000	9.5%
Successor Agency Bonds	\$6,516,063	73.2%
Utility Reimbursement	\$137,615	1.6%
Total	\$8,898,455	100%

FY	FY 16/17	FY 17/18 Estimated Actuals	FY 18/19 Budget
Maintenance Costs Covered by the Owners	\$59,894	\$29,473	\$62,418

Enterprise Resource System: During FY 15/16, the Administrative Services Division and the Community Development Department staff completed the implementation of a new enterprise resource software system. This system allows for greater transparency of the Town's accounting and community development division data. Additionally, the system converted the Town to a more electronic business model (away from paper), including electronic invoice review and electronic building plan review.

SR 89 Pedestrian Undercrossing (Mousehole): During FY 17/18, staff put the finishing touches on a major project, State Route 89 Pedestrian Undercrossing (C0338), a project that was originally conceived by the Town in 1993. This project improved the pedestrian safety on SR 89 by constructing a "mini-Mousehole" pedestrian railroad undercrossing to prevent pedestrians from having to use the main roadway and the vehicle "Mousehole" to cross under the railroad tracks. The project used minimal General Fund funds.

Funding Source	Amount	% of Total Funding
General Fund	\$95,422	0.8%
Grant	\$10,929,445	94.8%
Traffic Impact Fee Fund	\$501,762	4.4%
Total	\$11,526,629	100%

Transient Occupancy Tax Compliance and Market Equity: The Town continued its relationship with Host Compliance for transient occupancy tax (TOT) monitoring and auditing. As of September of 2017, Host Compliance has been able to identify 92.5% of all properties listed as available for short-term

INTRODUCTION TO THE TOWN OF TRUCKEE FY 2018/19

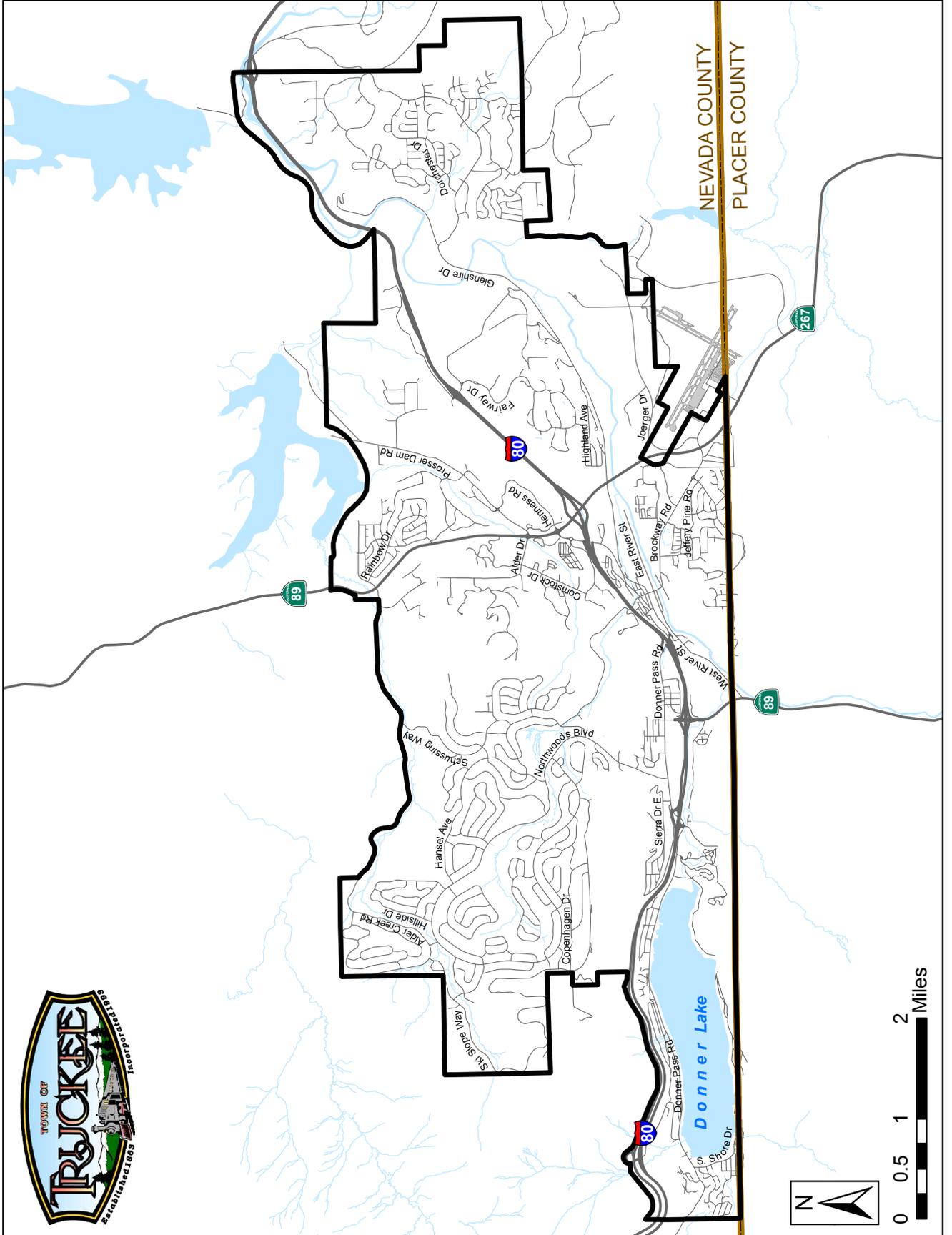
rental online. The Town has registered 429 properties for the collection and remittance of TOT, a 38% increase. This has led to the collection of more than \$250,000 in back taxes and \$300,000 of additional ongoing yearly payments.

Active TOT Registrants	Prior to Compliance	Host As of August 2017	Change
Individual	410	684	+274
Property Managers	729	884	+155
Total	1,139	1,568	+429

Workers Compensation Rate: The Town is self-insured for worker's compensation through a joint powers authority, the Public Agency Risk Sharing Authority of California (PARSAC). Each year, PARSAC develops a workers compensation rate based on the Town's estimated payroll and the Town's worker's and pool's compensation experiences from recent years. The fewer on-the-job accidents and injuries that occur, the lower the Town's workers compensation rate is expected to be in future years. For FY 18/19, the Town's expected worker's compensation rate is 4.01%. The budgeted rate for FY 17/18 was 5.27%. This new lower rate led to \$141,464 in budgeted savings in worker's compensation costs for the FY 18/19 budget.

FY 18/19 Budgeted Personnel Costs Subject to Workers Compensation	11,227,302
Budgeted Worker's Compensation for FY 17/18 Rate - 5.27%	591,679
Worker's Compensation at FY 18/19 Rate - 4.01%	450,215
Savings	141,464

MAP OF THE TOWN OF TRUCKEE
TOWN OF TRUCKEE
FY 2018/19

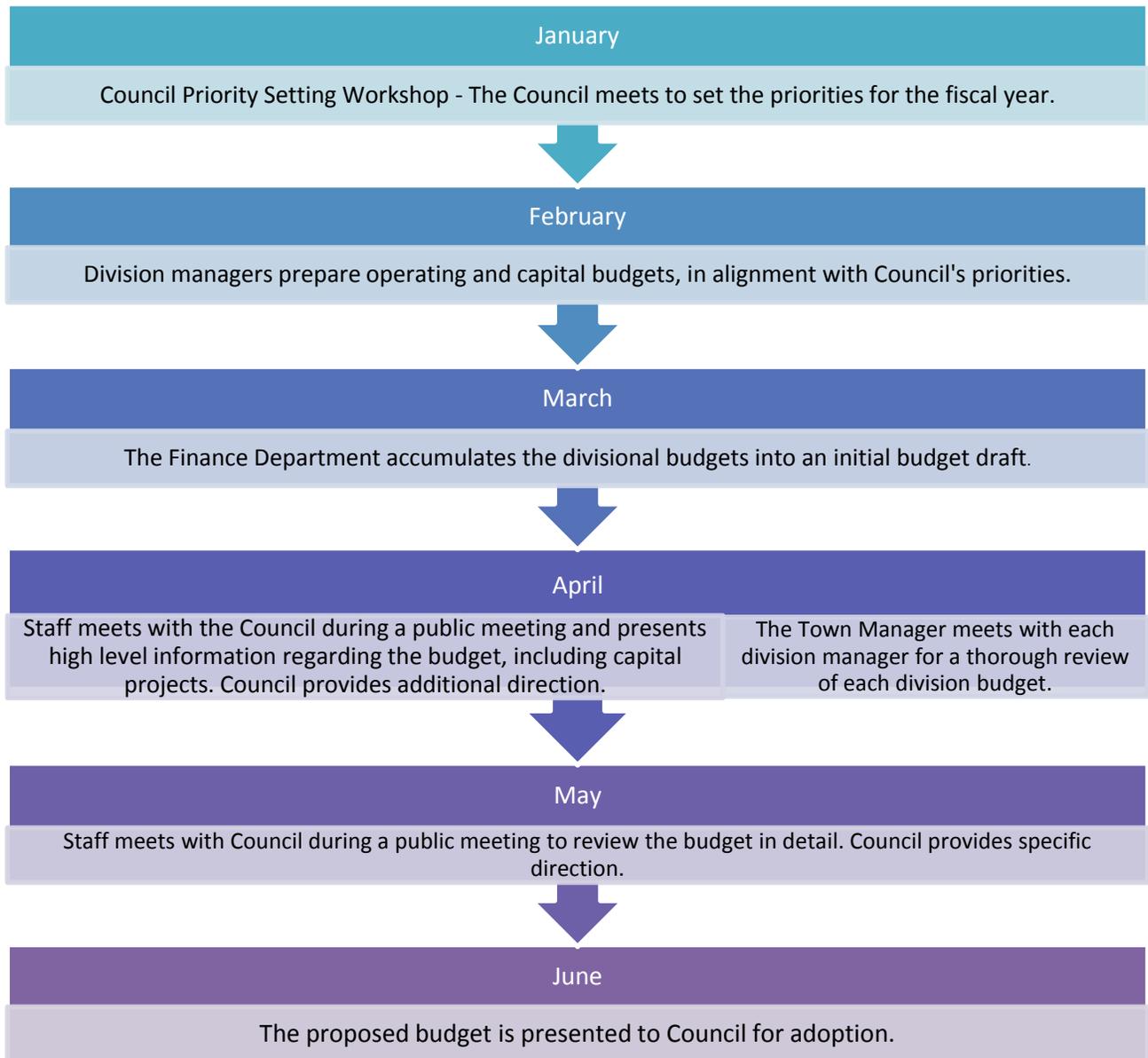


PROPOSED

NOTES ON BUDGET PREPARATION TOWN OF TRUCKEE FY 2018/19

The Town of Truckee was incorporated in 1993 and operates under a Council-Manager form of government. The Town’s accounting is guided by generally accepted accounting principles for budget preparation and financial reporting. The annual budget is approved by the Town Council and modified throughout the year with budget amendments approved by Council at public meetings. All budget transfers require approval of the Town Manager or designee except those affecting personnel or capital outlay which must be approved by the Town Council.

THE BUDGET PROCESS –



**NOTES ON BUDGET PREPARATION
TOWN OF TRUCKEE
FY 2018/19**

BASIS OF ACCOUNTING -

The basis of accounting refers to the timing of revenue and expense recognition, specifically for financial reporting purposes. The Town employs the same methods for budgeting as used for financial reporting.

The budgets of the governmental funds (General Fund, Special Revenue Funds, and Capital Projects Funds) are prepared using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The revenue availability criterion is defined as collectible within sixty days of the accounting period. Expenditures, under the modified accrual basis of accounting, are recorded when a liability is incurred. This is true with the exception of debt service expenditures, which are recorded only when the payment is due. Capital asset acquisitions for the governmental funds included in this budget are reported as expenditures. While the Town does use one debt service fund, no budget has been prepared as the activity of this fund is accounted for in the budget of other major funds.

Budgets for proprietary funds (Enterprise Funds) are prepared on a full accrual basis. Under this method all revenues are recognized when they are earned and all expenses are recorded when they are incurred.

The Town's Fiduciary Fund shares characteristics with both the governmental and proprietary fund-types. It is budgeted using the measurement focus and basis of accounting most appropriate for the specific operation. Many of the transactions are budgeted using the full accrual basis.

The budgeted fund types used by the Town are as follows:

Governmental Funds

General Fund	The General Fund is the chief operating fund for the Town. All general tax revenues and other receipts that are not allocated by law or contractual agreement to some other fund are accounted for within the General Fund. It includes all expenditures necessary to carry out basic governmental activities of the Town that are not accounted for through another fund. For the Town of Truckee, this includes such activities as public safety, maintenance of streets, public improvements, planning, zoning and general administrative services.
Special Revenue Funds	Special Revenue Funds are used to account for specific revenues that are legally and/or contractually restricted to expenditures for a particular purpose.
Capital Projects Funds	Capital Projects Funds are used to account for the expenditures of most capital projects undertaken by the Town. These funds receive transfers of resources from various Town funds.

Proprietary Funds

Enterprise Funds	Enterprise Funds are used to account for those activities that are supported primarily through user charges to external users. They are financed and operated in a manner similar to a private business entity. The Town has four budgeted enterprise funds, building & safety, parking, public transit and solid waste.
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Fiduciary Funds

Fiduciary Fund	The Town utilizes the fiduciary fund-type to account for resources held for the benefit of parties outside the Town or in a trustee capacity.
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**NOTES ON BUDGET PREPARATION
TOWN OF TRUCKEE
FY 2018/19**

BUDGET STATUS OF TOWN FUNDS –

CODE	FUND	FUND TYPE	BUDGET STATUS
101	General Fund	General Fund	Budgeted
200	Capital Projects Fund	Capital Projects Fund	Budgeted
201	Asset Forfeiture - Federal Justice Fund	Special Revenue Fund	Not Budgeted
202	Abandoned Vehicle Abate Fund	Special Revenue Fund	Not Budgeted
203	Affordable Housing In-Lieu Fund	Special Revenue Fund	Budgeted
204	Air Quality Mitigation Fund	Special Revenue Fund	Budgeted
205	Downtown In-Lieu Parking Fund	Special Revenue Fund	Not Budgeted
206	Town Housing Fund	Special Revenue Fund	Not Budgeted
207	Town Hall Bond Reserve Fund	Debt Service Fund	Not Budgeted
208	PEG Fund	Special Revenue Fund	Not Budgeted
209	Infrastructure In-Lieu Fund	Special Revenue Fund	Not Budgeted
210	Tahoe Donner TSSA Fund	Special Revenue Fund	Budgeted
211	Glenshire TSSA Fund	Special Revenue Fund	Budgeted
212	Brickelltown Maintenance District Fund	Special Revenue Fund	Budgeted
213	Joerger Ranch Trail Maint District Fund	Special Revenue Fund	Not Budgeted
215	COPS Fund	Special Revenue Fund	Diff. Budget Cycle
216	Asset Forfeiture - State Enforcement Fund	Special Revenue Fund	Not Budgeted
217	Asset Forfeiture - State - Gang/Juvenile Fund	Special Revenue Fund	Not Budgeted
250	Gas Tax Fund	Special Revenue Fund	Budgeted
252	Measure V Sales Tax Fund	Special Revenue Fund	Budgeted
253	Measure R Sales Tax Fund (Trails)	Special Revenue Fund	Budgeted
270	Traffic Impact Fees Fund	Special Revenue Fund	Budgeted
271	Facility Impact Fees - Law	Special Revenue Fund	Budgeted
272	Facility Impact Fees - Animal	Special Revenue Fund	Budgeted
273	Facility Impact Fees - Storm Drn	Special Revenue Fund	Budgeted
274	Facility Impact Fees - Gen Gov	Special Revenue Fund	Budgeted
298	Debt Service Fund	Debt Service Fund	Not Budgeted
299	Fleet Replacement Fund	Capital Projects Fund	Budgeted
301	BEGIN Re-use Program Income Fund	Special Revenue Fund	Budgeted
302	BEGIN Housing Reimbursement Grants Fund	Special Revenue Fund	Budgeted
310	CalHome Re-use Program Income Fund	Special Revenue Fund	Budgeted
311	06-HOME-2452 Fund	Special Revenue Fund	Budgeted
312	06-CalHome-183 Fund	Special Revenue Fund	Budgeted
313	04-HOME-0761 Fund	Special Revenue Fund	Budgeted
314	00-CalHome-023 Fund	Special Revenue Fund	Budgeted
315	Home-0402 Sierra Village Apts Fund	Special Revenue Fund	Budgeted
320	CDBG - Misc Income Fund	Special Revenue Fund	Budgeted
321	CDBG - Program Income Fund	Special Revenue Fund	Budgeted
322	CDBG 01-STBG-1614 Fund	Special Revenue Fund	Budgeted
323	CDBG 10-STBG-6741 Fund	Special Revenue Fund	Budgeted
324	15-CDBG-10566 Fund	Special Revenue Fund	Budgeted
330	Boulders Moderate Housing Fund	Special Revenue Fund	Budgeted
331	HCD Railyard Grant Fund	Special Revenue Fund	Not Budgeted
501	Parking Fund	Enterprise Fund	Budgeted
502	Public Transit Fund	Enterprise Fund	Budgeted
503	Solid Waste Fund	Enterprise Fund	Budgeted
504	Building and Safety Fund	Enterprise Fund	Budgeted
599	Redevelopment Successor Agency Fund	Fiduciary Fund	Budgeted

NOTES ON BUDGET PREPARATION
TOWN OF TRUCKEE
FY 2018/19

TOWN POLICY DOCUMENTS USED IN THE DEVELOPMENT OF THE ANNUAL BUDGET –

- **2018 Pavement Maintenance Program** – The 2018 Pavement Maintenance Program (PMP) is used to determine which roads, trails and parking areas will be programmed for maintenance and rehabilitation as part of the Capital Improvement Project budget. The PMP provides the Town staff with an index by which to evaluate the pavement condition on Town roads, assists in forecasting roadway deterioration and is used to develop cost-effective methods for maintaining roads at acceptable conditions. This document is created by the Engineering Division. The most recent update was approved by Council on April 10th, 2018. Road maintenance efforts cost the Town an average of \$7 million annually.
- **2009 Fleet Replacement Plan** – The Fleet Replacement Plan is a long-term financial plan to help guide staff on Town fleet vehicle replacement. The document identifies the criteria for equipment replacement. The document also established the base-line funding necessary for the Town to replace fleet vehicles and when it was initially approved, a Fleet Replacement Fund was created to monitor the saving and replacement spending. The last update to the Fleet Replacement Plan was in 2009.
- **Fiscal Policies** – The Fiscal Policies are detailed as part of this document. These policies were formalized in 2009.
- **Personnel Rules and Memoranda of Understanding with the Town’s Employee Groups** – The Personnel Rules determine the staff included in the Personnel budgets for each Division. The last formal review of the Personnel Rules was completed in 2007. A complete review of the Personnel Policies is scheduled for completion by June of 2018. The Town is currently in negotiations with all three of the employee groups; the General Employee Membership (GEM), the Mid-Management Group (MM), and the Police Officer’s Association (POA). As of the creation of this budget, tentative agreements have been reached with the GEM and MM and the personnel budgets include the results of those negotiations. The employee group MOU’s are typically renegotiated every 3-5 years, based on the stipulations of the agreements.
- **Short-Range and Long-Range Transit Plans** – The Town of Truckee completed a Transit Plan during FY 16/17. The document identified a short and long range vision for transit in Truckee. Town’s Public Transit staff attempts to implement the visions of this plan as funding becomes available.
- **Solid Waste Franchise Agreement** – The Town contracts for garbage, recycling and yard waste collection and processing. The franchise agreement defines the services that will be provided and the cost of those services. It is the primary driver in the creation of the Solid Waste division budget. As of July 1st, 2018, an updated and council-approved franchise agreement will go into effect.

NOTES ON BUDGET PREPARATION TOWN OF TRUCKEE FY 2018/19

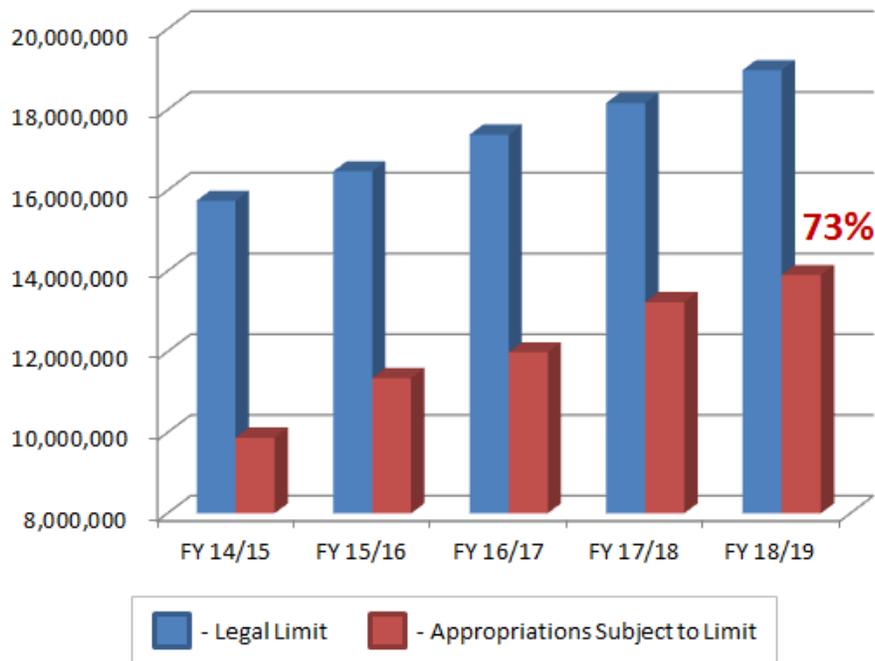
GANN APPROPRIATIONS LIMIT –

The Gann Limit was a ballot initiative adopted in 1980, modified by Proposition 111 in 1990, to limit the amount of tax proceeds state and local governments can spend each year. The Gann Limit has been codified into the California State Constitution as Article XIII B.

Each year, the limit is updated based on the amount of tax proceeds that were authorized to be spent in FY 1978/79 in the jurisdiction, changes in inflation and the population within the public jurisdiction during the subsequent year. Per California Revenue and Taxation Code section 2227, the Department of Finance (DOF) is required to transmit an estimate of the percentage change in population factor along with the change in cost of living to each public agency required to comply with the Gann Limit provisions in order to update the limit for their jurisdiction. The state bases the cost of living adjustment on the DOF’s official report on changes in the state’s per capital income or in non-residential assessed valuation due to new construction.

The Gann Limit only applies to revenues generated from specific categories. Expenditures from non-tax sources such as service charges, grants or beginning fund balances are unaffected by the Limit. Any overall receipts from tax sources greater than the limit would require a refund of the excess within the next two fiscal years or voter approval of an increase in the City’s limit.

For FY 2018/19, the Town’s tax revenue is only at 73% of the Gann Limit. The limit for FY 2018/19 was approved by Council, along with the budget, on Tuesday, June 12th, 2018.



**NOTES ON BUDGET PREPARATION
TOWN OF TRUCKEE
FY 2018/19**

COST ALLOCATION PLANS –

The Town does not currently use any formal internal service funds to allocate out specific costs. The Town does allocate fleet maintenance costs, administrative overhead, some facilities costs and savings for the General Fund fleet replacements.

- The fleet maintenance costs are allocated based on a three-year rolling average of actual costs. An allocation of the division's budgeted costs are expensed to each division monthly. At year end, the Fleet Maintenance Division provides the actual staff time incurred to work on each division's fleet and any associated part costs and each division's fleet maintenance expense is "trued up". The actual Fleet Maintenance Division costs are used to develop the allocation to each division and the expensed amount is changed to the division's allocation of actual fleet maintenance costs.
- An administrative overhead amount is charged to three of the Town's enterprise funds: the Parking Fund, the Solid Waste Fund, and the Building and Safety Fund. During the budget process, the Town develops budgeted administrative overhead for enterprise funds. Allocated costs include the Town's administrative costs, specifically costs from the Town Council, the Town Manager, the Town Attorney, the Town Clerk & Communication Division, the Administrative Services Division, some expenses from the General Government and the Information Technology Division. This is intended to cover the cost of overall management, record keeping, payroll administration, human resources, general liability insurance and accounting, among other things. The amount charged to each division's budget is relative to personnel costs in each enterprise fund. At the end of each year, the calculation is performed again with actual expenses and the amount ultimately charged to the divisions is based on actual expenses.

The Redevelopment Successor Agency fiduciary fund has a separate formula for calculating the Administrative Cost reimbursement. The overall amount is approved by the state in the Recognized Obligation Payment Schedule.

- Three of the Town's enterprise funds are charged rent in addition to Administrative Overhead; the Parking Fund, the Solid Waste Fund, and the Building and Safety Fund. The rental charge is developed using the average base commercial square foot rental rate for commercial real estate within Truckee. The last analysis of base commercial rental rates was completed in June of 2014. Town staff attempts to update the commercial rental rates used every five years. The rental rate also includes a portion of the facilities maintenance costs, including utilities. The amount is divided by the total square footage of the Town Hall building and added to the average commercial square foot. The amount budgeted to each division is the calculated square footage rate multiplied by the total square footage used by the division. The Redevelopment Successor Agency fiduciary fund rent is equal to the amount calculated when the Redevelopment Agency was converted to the Redevelopment Successor Agency.
- Fleet Replacement Fund – Each of the Town's General Fund funded operating divisions that utilize fleet vehicles contribute a yearly amount to the Town's Fleet Replacement plan. The amounts are calculated as part of the development of the Town's Fleet Replacement Program.

**NOTES ON BUDGET PREPARATION
TOWN OF TRUCKEE
FY 2018/19**

The yearly amount is equal to the total amount needed to replace every vehicle in the Division's fleet divided by the estimated life of each vehicle.

The Parking Fund, the Solid Waste Fund and the Building & Safety Fund save for vehicle replacements as part of their contingencies in their fund balances. The Transit Fund attempts to secure grant funding to pay for any bus replacements as needed.

SUMMARY OF FISCAL POLICIES –

The Town's Financial Policies are established to see that the Town's finances are managed in a manner that will (1) continue to provide for the delivery of quality services, (2) maintain and enhance service delivery as the community grows in accordance with the General Plan, (3) guarantee a balanced budget annually assuring that the Town is living within its means, and (4) establish reserves necessary to meet known and unknown future obligations. To achieve these goals the following Financial Policies are presented which include General Policies, Expenditure and Budgeting Policies, Revenue Policies, Cost of Service Policies, Reserve Policies, Debt Policies, Capital Improvement Policies and Fixed Asset and Infrastructure Policies.

Expenditure and Budget Policies: The Town's municipal code assigns the duty of budget creation to the Town Manager and the Administrative Services Director is assigned with assisting in the preparation of the proposed budget. Town staff uses the budget to obtain legal authority from the Town Council to expend funds.

- The Town does not prepare or use its budget with a "use it or lose it" mentality. Each year, Town staff is encouraged to only use the funds that have been approved and that they have an actual business necessity for. In some cases, when staff lacks the staff hours to complete all activities for which they have a budget or Council priorities change and the budgeted funds are no longer needed, savings are created. These unofficial savings are presented to council as one-time money available for their discretion or are re-budgeted for the following year if the Division is going to do the work in the following budget year. The Town's fiscal stability has allowed it to maintain this budgeting philosophy.

Additionally, the Town has the following policies:

1. The operating budget will be prepared to fund current year expenditures with current year revenue. Surplus fund balances may be used to increase reserves, fund Capital Improvement Projects or be carried forward to fund future years' operating budgets when necessary to stabilize services and fund capital outlay.
2. The Town will deliver service in the most cost effective manner.
3. The budget will state the objectives of the operating programs.
4. The budget will fully account for and apportion all costs, fees and General Fund transfer associated with Special Revenue and Enterprise Funds.
5. All budget transfers require the approval of the Town Manager or designee except those affecting personnel and capital outlay which must be approved by the Town Council.
6. The Town will fully fund accrued unused vacation annually.

**NOTES ON BUDGET PREPARATION
TOWN OF TRUCKEE
FY 2018/19**

7. The Town will periodically update replacement and maintenance plans and incorporate them into the budget.

Revenue Policies:

1. The Town will strive to maintain a diversified and stable revenue base that is not overly dependent on any land use, major taxpayer, revenue type, restricted revenue, inelastic revenue or external revenue.
2. The Town will aggressively pursue revenue collection and auditing to assure moneys due to the Town are accurately received in a timely manner.
3. The Town will seek Federal and State grants and reimbursements for mandated costs whenever possible.
4. The Town will investigate potential new revenue sources, particularly those that will not add to the tax burden of residents or local businesses.
5. The Town will work proactively with the League of California Cities and local communities to monitor legislation that may impact the Town financially.
6. The Town will avoid targeting revenues for specific purposes whenever possible.
7. The Town will impose user fees when appropriate.
8. The Town will adopt a user fee policy which establishes desired levels of cost recovery and determines the minimum frequency of user fee reviews.
9. The fees and charges will be set at a level that fully supports the total direct and indirect cost of the activity, including administrative overhead and depreciation, and in accordance with the Town's Fee Policy.
10. The Town will maintain and further develop methods to track major revenue sources and evaluate financial trends.
11. The Town will establish methods to maximize the accuracy of revenue forecasts.

Cost of Services Policies:

1. The Town will recover the costs of new facilities and infrastructure necessitated by development, consistent with State law.
2. The Town will consider requiring large developments to prepare a fiscal analysis which measures direct and indirect costs and benefits to the Town.

Reserve Policies:

1. The Town will establish, dedicate and maintain reserves annually to meet known and estimated future obligations.
2. The Town will establish Specific Reserve Account which include but are not limited to designated reserves for the following:
 - a. General Fund Reserve for economic uncertainties and working capital equal to 25% of General Fund Revenues.

**NOTES ON BUDGET PREPARATION
TOWN OF TRUCKEE
FY 2018/19**

- b. Liability Insurance
- c. Replacement of vehicles and major equipment (accomplished through the Fleet Replacement Fund)
- Council has also tasked staff with preparing the budget so as to maintain a target of \$5 million in General Fund unallocated reserves in each of the five years of the budget forecast. This is shown on the General Fund - Fund Balance Calculation sheet.

Debt Policies:

1. The Town will limit the use of debt so as not to place a burden on the fiscal resources of the Town and its taxpayers.
 - Currently, the Town only has two outstanding General Fund debt obligations and one non-General Fund debt obligation.
2. The Town will limit long-term borrowing to capital improvements or projects that cannot be financed from current revenues.
 - The Town currently has three outstanding debt obligations and all three were used to finance capital purchases or capital construction, specifically the purchase of the Town Hall building, the construction of a Public Service Center and capital projects within the Town's Redevelopment Project Area, including streetscape of the Brickelltown Maintenance District area.
3. When capital projects are financed, the Town will amortize the debt within a period not to exceed the expected useful life of the project.
4. The Town will attempt to limit the debt ratio (debt guaranteed by the General Fund) to 10%. The debt ratio is calculated by the relationship between the debt and the General Fund revenue.
 - The Town's debt ratio for FY 18/19 is 2.6%. This is calculated by dividing the debt service payments for the year by the total expected revenues. The Town has budgeted to issue new debt for the construction of a public service center garage. This issue will bring the debt ratio to 3.8%.
5. Whenever possible, the Town will investigate the use of special assessment, revenue or other self-supporting bonds to limit the General Fund obligation for debt service payments.
 - The Town has assisted in the creation of two maintenance districts within the last five years. The districts were created to fund the on-going maintenance of the two areas.
6. The Town will not use long-term debt for current operations.
 - The Town does not have any outstanding long-term debt for current operations.
7. The Town will not use short-term borrowing to support routine operations, provided however, that it may be used to meet temporary cash flow needs.
 - The Town has not used any short-term borrowing to support routine operations, but does have a 30-day line of credit for purchasing cards to make the purchasing process more efficient.

**NOTES ON BUDGET PREPARATION
TOWN OF TRUCKEE
FY 2018/19**

8. The Town will maintain strong communications with bond rating agencies about the Town's financial condition and will follow a policy of full disclosure on financial reports and bond prospectus.
 - The Town received an "AA+" rating from S&P Global as part of a rating for a bond refinancing process in 2017.
9. The Town will strive to maintain and improve the Town's bond rating.
 - The recent "AA+" rating was an increase from an "AA" rating as part of a bond refinancing completed in 2015.
10. The Town will utilize inter-fund loans when possible to reduce the cost of financing capital improvements.
 - The Parking Fund purchased a parking lot in FY 16/17 and is expected to complete the purchase of a second lot in FY 17/18. Half of the funding for the purchases is in the form of a loan from the General Fund. The Parking Fund is scheduled to repay the General Fund \$100,000 a year starting in FY 19/20. The total loan is expected to be repaid within five years. There are no other interfund loans.

Capital Improvement Policies:

1. The Town will construct all capital improvements in accordance with an adopted capital improvement program.
 - Please see Section 11 of this budget for the Town's Capital Improvement Project plan.
2. The Town will develop a five-year plan for capital improvements to be updated at least bi-annually. Future capital expenditures will be projected annually for a five-year period based on changes in the community population, real estate development or replacement of infrastructure.
3. The Town will coordinate preparation of the Capital Improvement Budget with preparation of the Operating Budget. Future operating costs associated with new capital improvements will be projected and included in the Operating Budget forecasts.
4. The Town will identify the estimated costs and potential funding sources for each proposed capital project before it is submitted to Council for approval.
 - Each project detailed in the Town's Capital Improvement plan budget lists the expected funding sources for every project in the Plan. All funding sources and the projects that are expected to be funded from that source over the five year horizon are included.
5. The Town will attempt to determine the least costly financing method for all new projects.
6. The estimated cost of Capital replacement for enterprise funds such as the Building and Safety Fund and Parking Fund will be updated at least every two years to ensure that rates and charges are covering the cost of operating these programs.

**NOTES ON BUDGET PREPARATION
TOWN OF TRUCKEE
FY 2018/19**

PERSONNEL BUDGETS –

Personnel Allocations: Employee's personnel costs (including wages and benefits) are allocated to the division for whom their position completes work based on the estimated amount of time the position spends working on the particular division.

Wages: The wage budget included in each division's operating budget includes an allocation of the salary of each employee in the division. The employee groups' memoranda of understanding (MOU) dictate employees' potential cost of living and pay-for-performance increase. The MOUs were opened for negotiation during FY 17/18. As of the creation of this budget, the Town had reached tentative agreements with two of the three of the Town's employee groups.

- The cost of living adjustment included in those tentative agreements was applied to the wages in developing the budgets for FY 18/19. The Town has specified pay ranges and a pay-for-performance program.
- Performance based pay increases for employees are based on the budget to budget increase of certain General Fund revenue items. The potential pay-for-performance increase was included in the development of the wage budgets. Based on the FY 18/19 budget to budget specific revenue increases, Town staff will be eligible for a 5% pay-for-performance pool in FY 18/19.
- Once employees have reached the top of their position's salary range, they are no longer eligible for pay-for-performance increases. The budget for the wages for the employees who are in that position, do not include amounts for a pay-for-performance increase. These employees are eligible for a lump-sum payment, which has been included in the wage budgets.

Temporary and seasonal employees do not belong to an employee group and are not covered under an MOU. The budgeted wages for temporary and seasonal employees are calculated based on the expected pay rate times the expected or necessary hours.

Overtime Pay: Overtime is paid to hourly employees who work in excess of a certain hours limit.

The members of the Police Officers Association are eligible for Holiday Pay as a provision of their MOU. For each Town holiday, a POA member accumulates twelve hours (the overtime rate for a regular holiday) into a bank. The bank is cashed out during the first pay period in December. The budget for Holiday Pay includes any specialty pay items the POA member is eligible for.

Standby Pay: Specific divisions of the Town's Public Works Department require that their employees remain available for call-out during non-regular working hours to complete snow removal. For most positions, standby pay is calculated as 15% of the employee's normal hourly rate. The standby pay budgets are developed using an average employee hourly rate and multiplied by the standby pay factor (15%) multiplied by the expected number of standby hours needed. The number of hours needed is determined by the individual division managers based on previous year standby hours and expectations for the coming year.

**NOTES ON BUDGET PREPARATION
TOWN OF TRUCKEE
FY 2018/19**

CalPERS: The Town has contracted with the California Public Employees Retirement System (CalPERS) to provide the Town's employees with a defined benefit retirement plan. The budget for CalPERS retirement is included in the Benefit line item in each division's operating budget.

The Town is given an actuarial report each year which details the rates the Town must pay to fund the benefit for the following fiscal year. The two main categories the Town is responsible for are the normal cost and the unfunded actuarial liability (UAL).

- CalPERS calculates the normal cost as a percentage of non-overtime payroll. The Town has six different normal cost rates based on the specific retirement formula Town employees are eligible for, called tiers. The retirement formulas of each tier are based on the employees job type (safety or miscellaneous) and their hire date. The Town's budget for the CalPERS normal rate includes a specific allocation for each employee of the division based on the budgeted wages multiplied by the specific employee's normal cost rate, as supplied by CalPERS.
- The UAL is the additional amount the Town owes to CalPERS. It represents the difference between prior year expected returns and actual returns. The cost of the difference is allocated over 30 years. The UAL amounts are billed as per year lump sums. The Town takes those lump sums, divides them by the total expected payroll per tier and creates a UAL percentage. The budget for the CalPERS UAL takes the budgeted wage for each employee and multiplies it by the employee's specific tier UAL rate multiplied by the employee's allocation to the specific division.

Employer Paid Payroll Taxes: The Town is responsible for three types of employer paid payroll taxes; FICA, Medicare and state unemployment insurance. The budget for employer paid payroll taxes is included in the benefit line item in each division's operating budget.

- The Federal Insurance Contribution Act (FICA) tax is social security. The Town only offers Social Security benefits to employees who are not eligible for CalPERS benefits, primarily seasonal and temporary employees. The budget for FICA is calculated as 6.2% (the 2018 federally imposed social security rate) of the applicable employee's budgeted wages.
- The budget for Medicare tax is calculated as 1.45% of the first \$200,000 of each employee's budgeted wages.
- The State of California requires that employers pay an unemployment insurance (UI) tax for every employee to fund a social security benefit for California's workers who lose their jobs. The UI rate for each organization in the state is determined by the California Employment Development Department (EDD) based on claims made to the EDD for benefits from prior employees of the organization. The rate is only applied to the first \$7,000 paid to each employee per calendar year. The Town's rate is currently 6.2%. The budget for UI is calculated as \$343 (\$7,000 x 6.25%) per employee multiplied by the employee's allocation to the specific division.

Health Insurance: The Town currently contracts with CalPERS for health benefits. The Town contributes a maximum fixed amount to employee health coverage. The contribution amounts are defined in the

**NOTES ON BUDGET PREPARATION
TOWN OF TRUCKEE
FY 2018/19**

employee group MOUs, and vary by group. The budget for health insurance includes the maximum amount the Town would pay for each employee's current year health care option (i.e. employee, employee and one dependent, employee and family) including the maximum Town-paid potential mid-year increase (10%). For employees who are currently opted out of health coverage, the budget is the maximum opt out provision the position is eligible for as defined in the employee group MOUs. For vacant positions, the budget is the employee and family. The budget for this item is included in the benefits line item of each division's operating budget.

Dental & Vision Insurance: The Town mandates that every employee participate in the dental and vision plans. The Town contributes a maximum fixed amount to employee dental and vision coverage. The contribution amounts are defined in the employee group MOUs, and vary by group. The budget for dental and vision insurance is calculated as the maximum amount the Town would pay for the employees current coverage option (i.e. employee, employee and children, employee and family), including the maximum Town-paid potential mid-year increase (10%). For vacant positions, the budget is the employee & family contribution. The budget for these items is included in the benefits line item of each division's operating budget.

Life Insurance: The Town provides basic term life insurance for all employees. The Town currently contributes \$12.50 per month per employee. The amount included in each division's life insurance budget line is \$150 per full-time benefited employee multiplied by the employee's allocation to the specific division. The budget for this item is included in the benefits line item of each division's operating budget.

Workers Compensation: The Town is self-insured for Worker's Compensation through the Public Agency Risk Sharing Authority of California (PARSAC) joint powers authority. PARSAC currently has 37 member agencies. Every year, PARSAC provides the total worker's compensation bill as a lump sum. The Town calculates a worker's compensation rate based on the lump sum amount and the applicable estimated personnel costs (regular wages and overtime). At the end of the year, staff "trues up" the workers compensation amount so that the year-end amount is equal to the division's proportionate cost, based on the regular wages and overtime charged to that division.

Deferred Compensation: In addition to providing a defined benefit plan to its employees, the Town supplements employee's retirement with limited contributions to employee's defined contribution plans. The amount the Town will contribute varies by employee group, as negotiated and involved in the employee group MOUs. As of the creation of this budget, the Town had reached tentative agreements with two of the three employee groups for the fiscal year beginning July of 2018. The terms of those contracts have been included for FY 18/19 budget purposes as well as the financial projections.

Other: Other line items in the personnel budgets are to provide for amounts as negotiated in the department head's individually negotiated contracts. The division expense detail pages indicate the nature of those items (i.e. car allowance and retirement health savings [RHS]).

**NOTES ON BUDGET PREPARATION
TOWN OF TRUCKEE
FY 2018/19**

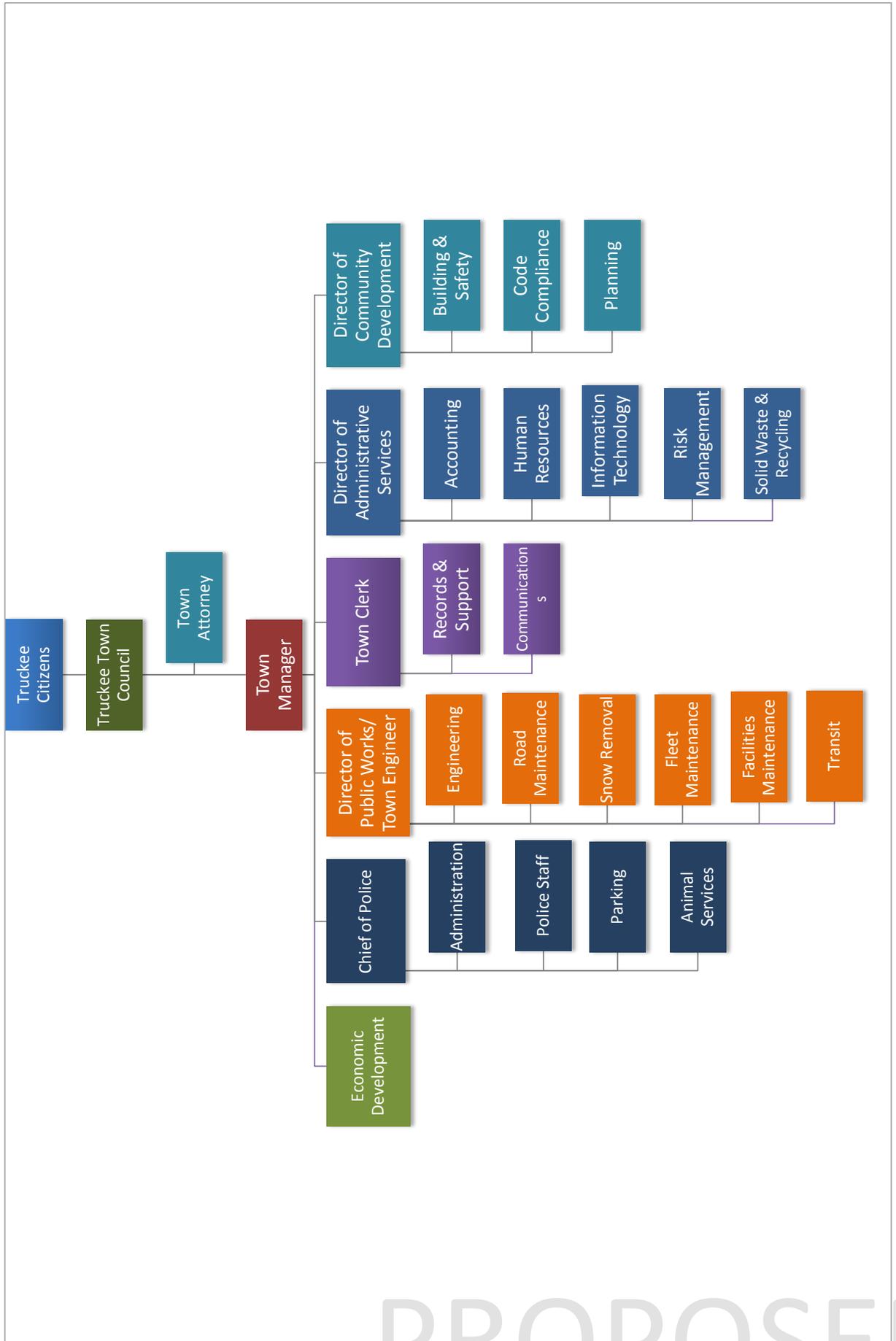
LITIGATION –

The Town is currently in litigation with a development application appellant, related to a Council approval of a project for a planned commercial development within the Town's limits. The costs of the litigation will be borne by the project applicant; therefore the budget does not contain any funding for legal fees in relation to this litigation.

DEBT OBLIGATIONS –

<u>Description</u>	<u>Sources of Funding</u>	<u>Outstanding Principal Balance as of July 1, 2018</u>
Construction of a Public Service Center	The General Fund obligation for FY 18/19 is \$371,218. The original issue of \$5,000,000 was issued in two parts, \$3,355,000 was a regular bond issuance and \$1,645,000 was issued as tax-exempt bonds. These bonds were refinanced in 2017. The original bonds were issued under a 30 year term.	\$4,062,000
Town Hall Building Purchase	The General Fund obligation for FY 18/19 is \$318,210. The original issue of \$5,615,000 was refinanced in 2015. The bonds were issued under a 25 year term.	\$4,170,000
	Total General Fund Debt Obligation	\$8,232,000
Redevelopment Bonds	The bonds were issued by the Redevelopment Agency in 2010. The funds from these bonds were eventually used to pay for a streetscape project in the Brickelltown Maintenance District. The bonds were issued under a 30 year term and are now the obligation of the Redevelopment Success Agency.	\$12,360,000
	Total Redevelopment Success Agency Debt Obligation	\$12,360,000

ORGANIZATION CHART TOWN OF TRUCKEE FY 2018/19



PROPOSED

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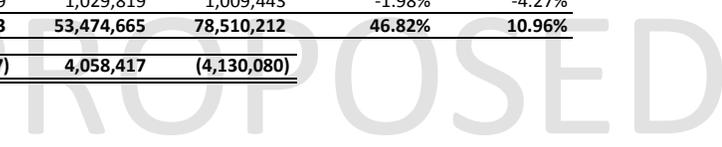
SECTION 2 - SUMMARY

TOTAL BUDGET SUMMARY
TOTAL OPERATING EXPENSES BY ORGANIZATION
SUMMARY BY FUND
GRANT & LOAN ACTIVITIES
FULL-TIME EQUIVALENT HISTORY

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**TOTAL BUDGET SUMMARY
TOWN OF TRUCKEE
2018/19 SUMMARY BUDGET**

FUND		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
REVENUES							
101	GENERAL FUND	25,247,359	25,191,598	26,421,403	26,204,605	-0.82%	4.02%
SPECIAL REVENUE FUNDS							
203	Affordable Housing In-Lieu	1,157,244	5,000	136,814	13,592	-90.07%	171.83%
204	Air Quality Mitigation	6,217	700	49,000	3,000	-93.88%	328.57%
206	Town Housing Fund	22,235	9,485	126,602	10,147	-91.98%	6.98%
210	Tahoe Donner TSSA	609,370	628,500	639,939	640,500	0.09%	1.91%
211	Glenshire TSSA	179,464	178,100	180,607	180,600	0.00%	1.40%
212	Brickelltown Maintenance District	76,092	72,113	72,240	73,681	1.99%	2.17%
250	Gas Tax	1,719,202	2,097,141	2,289,801	2,284,865	-0.22%	8.95%
252	Measure V Sales Tax	2,374,299	2,343,500	2,429,000	2,475,000	1.89%	5.61%
253	Measure R Sales Tax (Trails)	1,156,419	1,159,000	1,174,000	1,204,000	2.56%	3.88%
270	Traffic Impact Fees	850,457	870,000	1,352,731	1,060,000	-21.64%	21.84%
271	Facilities Impact Fees - Law Enforcement	21,841	68,400	63,027	95,333	51.26%	39.38%
272	Facilities Impact Fees - Animal Services	10,552	10,600	6,465	9,543	47.61%	-9.97%
273	Facilities Impact Fees - Storm Drainage	130,768	126,400	112,166	170,496	52.00%	34.89%
274	Facilities Impact Fees - General Government	156,431	130,200	118,342	174,628	47.56%	34.12%
301	BEGIN Re-use	38,782	700	1,779	1,512	-15.00%	115.99%
310	CalHome Reuse	27,495	500	40,588	746	-98.16%	49.13%
320	CDBG - Misc Impact	963	33,941	1,252	28,682	2191.32%	-15.50%
321	CDPG - Program Income	37,412	33,941	43,509	28,221	-35.14%	-16.85%
CAPITAL PROJECT FUNDS							
200	Capital Improvement Projects Fund	14,779,229	22,052,380	12,682,661	29,354,143	131.45%	33.11%
299	Fleet Replacement Fund	983,126	1,060,919	1,060,919	1,060,919	0.00%	0.00%
ENTERPRISE FUNDS							
501	Parking Fund	839,206	750,000	827,450	844,500	2.06%	12.60%
502	Transit	1,099,377	1,340,579	1,473,489	1,432,103	-2.81%	6.83%
503	Solid Waste	3,445,070	3,596,271	3,415,739	4,132,526	20.98%	14.91%
504	Building & Safety	1,543,298	1,500,630	1,671,100	1,762,000	5.44%	17.42%
FIDUCIARY FUNDS							
599	Redevelopment Successor Agency	1,186,929	1,055,649	1,142,459	1,134,792	-0.67%	7.50%
Total Revenues		57,698,838	64,316,246	57,533,083	74,380,132	29.28%	15.65%
EXPENDITURES							
101	GENERAL FUND	20,400,087	26,904,272	22,481,951	27,409,036	21.92%	1.88%
SPECIAL REVENUE FUNDS							
203	Affordable Housing In-Lieu	42,063	50,000	73,650	1,700,000	2208.21%	3300.00%
204	Air Quality Mitigation	16,423	80,092	38,492	82,696	114.84%	3.25%
210	Tahoe Donner TSSA	962,586	362,917	113,713	1,385,950	1118.81%	281.89%
211	Glenshire TSSA	68,618	73,059	68,868	56,325	-18.21%	-22.90%
212	Brickelltown Maintenance District	58,984	60,270	29,473	62,418	111.78%	3.56%
250	Gas Tax	1,719,202	2,208,560	2,179,129	2,276,785	4.48%	3.09%
252	Measure V Sales Tax	3,496,182	3,579,486	2,709,323	3,463,000	27.82%	-3.25%
253	Measure R Sales Tax (Trails)	361,778	1,291,522	473,254	958,509	102.54%	-25.78%
270	Traffic Impact Fees	777,257	3,140,355	2,230,147	1,486,899	-33.33%	-52.65%
271	Facilities Impact Fees - Law Enforcement	-	234,843	175,790	125,796	-28.44%	-46.43%
272	Facilities Impact Fees - Animal Services	-	190	150	149	-0.69%	-21.78%
273	Facilities Impact Fees - Storm Drainage	24,328	22,159	86,227	87,242	1.18%	293.71%
274	Facilities Impact Fees - General Government	-	468,398	352,424	424,405	20.42%	-9.39%
301	BEGIN Re-use	60,000	-	-	-	0.00%	-
310	CalHome Reuse	38,000	-	24,675	-	-100.00%	-
321	CDBG - Program Income	198,859	33,141	2,243	27,618	1131.56%	-16.67%
CAPITAL PROJECT FUNDS							
200	Capital Improvement Projects Fund	14,779,229	22,052,380	12,682,661	29,354,143	131.45%	33.11%
299	Fleet Replacement	294,039	2,392,500	2,315,000	782,000	-66.22%	-67.31%
ENTERPRISE FUNDS							
501	Parking Fund	658,433	567,638	506,003	591,394	16.88%	4.19%
502	Transit	1,029,163	1,221,083	1,180,315	1,301,223	10.24%	6.56%
503	Solid Waste	3,233,031	3,558,511	3,413,239	4,201,070	23.08%	18.06%
504	Building & Safety	1,224,181	1,401,459	1,308,120	1,724,114	31.80%	23.02%
FIDUCIARY FUNDS							
599	Redevelopment Successor Agency	1,131,511	1,054,449	1,029,819	1,009,443	-1.98%	-4.27%
Total Expenditures		50,573,953	70,757,283	53,474,665	78,510,212	46.82%	10.96%
Total Revenue Over (Under) Expense		7,124,885	(6,441,037)	4,058,417	(4,130,080)		



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**TOTAL OPERATING EXPENDITURES BY ORGANIZATION
TOWN OF TRUCKEE
2018/19 SUMMARY BUDGET**

	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
GENERAL GOVERNMENT						
Town Council	138,788	134,296	119,333	139,100	16.56%	3.58%
Town Manager	318,620	413,428	329,720	300,729	-8.79%	-27.26%
Town Attorney	220,010	326,693	298,481	342,292	14.68%	4.77%
Town Clerk & Communications	474,106	523,627	491,404	552,094	12.35%	5.44%
Administrative Services	1,192,684	1,329,682	1,255,159	1,059,411	-15.60%	-20.33%
General Government	1,149,040	1,214,611	1,141,367	1,239,284	8.58%	2.03%
Economic Development	659,770	694,886	642,892	737,478	14.71%	6.13%
Information Technology	-	-	-	565,367	0.00%	
Subtotal General Government	4,153,018	4,637,224	4,278,356	4,370,387	2.15%	-5.75%
PUBLIC WORKS						
Engineering	1,249,815	1,344,266	1,285,382	1,493,500	16.19%	11.10%
Road Maintenance	1,789,508	2,190,761	1,744,860	2,171,766	24.47%	-0.87%
Snow Removal	3,119,818	2,991,135	2,704,034	3,123,665	15.52%	4.43%
Trails Maintenance	154,677	194,696	146,035	177,346	21.44%	-8.91%
Brickelltown Maintenance District	58,984	60,270	29,473	62,418	111.78%	3.56%
Facilities Maintenance	1,183,377	1,305,718	1,225,130	1,475,960	20.47%	13.04%
Subtotal Public Works	7,556,178	8,086,845	7,134,914	8,504,654	19.20%	5.17%
COMMUNITY DEVELOPMENT						
Planning	896,386	1,076,212	845,069	1,046,461	23.83%	-2.76%
Building & Safety	1,224,181	1,401,459	1,308,120	1,724,114	31.80%	23.02%
Code Compliance	60,271	69,211	62,119	74,725	20.29%	7.97%
Subtotal Community Development	2,120,567	2,477,671	2,153,189	2,770,575	28.67%	11.82%
PUBLIC SAFETY						
Police	5,364,983	6,094,544	5,368,140	6,235,156	16.15%	2.31%
Animal Services	370,769	428,098	429,509	494,003	15.02%	15.39%
Parking	658,433	567,637	506,003	591,394	16.88%	4.19%
Subtotal Public Safety	6,394,184	7,090,279	6,303,652	7,320,552	16.13%	3.25%
TRANSIT	1,029,163	1,221,083	1,180,315	1,301,223	10.24%	6.56%
REDEVELOPMENT SUCCESSOR AGENCY	1,107,641	1,054,449	1,005,949	985,573	-2.03%	-6.53%
SOLID WASTE	3,233,031	3,558,511	3,413,239	4,129,820	20.99%	16.05%
TOTAL OPERATING EXPENDITURES	22,360,752	24,567,552	22,056,374	25,252,963	14.49%	2.79%

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**GENERAL FUND SUMMARY
TOWN OF TRUCKEE
2018/19 SUMMARY BUDGET**

	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
REVENUES						
Taxes	19,333,617	18,700,276	19,627,667	19,808,315	0.92%	5.93%
Intergovernmental	1,952,401	1,972,782	1,975,797	1,888,000	-4.44%	-4.30%
Other	1,561,684	1,581,636	1,935,904	1,719,731	-11.17%	8.73%
Planning Fees	266,342	256,500	197,000	183,000	-7.11%	-28.65%
Gas Taxes	1,694,224	2,097,141	2,143,129	1,975,785	-7.81%	-5.79%
Transfers	439,090	583,262	541,906	629,775	16.21%	7.97%
Total Revenues	25,247,359	25,191,598	26,421,403	26,204,605	-0.82%	4.02%
EXPENDITURES						
Town Council	138,788	134,296	119,333	139,100	16.56%	3.58%
Town Manager	318,620	413,428	329,720	300,729	-8.79%	-27.26%
Town Attorney	220,010	326,693	298,481	342,292	14.68%	4.77%
Town Clerk & Communications	474,106	523,627	491,404	552,094	12.35%	5.44%
Administrative Services	1,192,684	1,329,682	1,255,159	1,059,411	-15.60%	-20.33%
General Government	1,149,040	1,214,611	1,141,367	1,239,284	8.58%	2.03%
Economic Development	659,770	694,886	642,892	737,478	14.71%	6.13%
Information Technology	-	-	-	565,367	0.00%	-
Engineering	1,249,815	1,344,266	1,285,382	1,493,500	16.19%	11.10%
Road Maintenance	1,789,508	2,190,761	1,744,860	2,171,766	24.47%	-0.87%
Snow Removal	3,119,818	2,991,135	2,704,034	3,123,665	15.52%	4.43%
Trails Maintenance	154,677	194,696	146,035	177,346	21.44%	-8.91%
Facilities Maintenance	1,182,729	1,304,718	1,224,330	1,474,960	20.47%	13.05%
Planning	896,386	1,076,212	845,069	1,046,461	23.83%	-2.76%
Code Compliance	60,271	69,211	62,119	74,725	20.29%	7.97%
Police	5,364,983	6,094,544	5,368,140	6,235,156	16.15%	2.31%
Animal Services	370,768	428,098	429,509	494,003	15.02%	15.39%
Total Operating Expenditures	18,341,974	20,330,864	18,087,833	21,227,336	17.36%	4.41%
Debt Service	705,796	790,321	793,321	689,427	-13.10%	-12.77%
Total Expenditures	19,047,770	21,121,185	18,881,154	21,916,763	16.08%	3.77%
Operating Rev Over (Under) Expense	6,199,589	4,070,413	7,540,249	4,287,842		
Capital Expenditures	1,352,318	5,783,087	3,600,797	5,492,274	52.53%	-5.03%
Revenue Over (Under) Expense Including Capital Expenditures	4,847,271	(1,712,674)	3,939,452	(1,204,432)		
Savings of General Fund for Specific Purposes						
General Fund Contingency Designation	387,577	159,697	467,148	-		
Road Maintenance Reserve	1,000,000	1,200,000	1,200,000	1,250,000		
Streetscape Designation	-	-	-	1,000,000		
General Fund Housing Designation	2,500,000	-	-	500,000		
Open Space Acquisition Designation	500,000	-	-	-		
Town Facilities Improvement Designation	100,000	100,000	100,000	-		
Truckee Fire Fee Designation	-	-	9,463	-		
Developer Partnership Opportunity Designation	-	1,500,000	1,500,000	(1,500,000)		
Subtotal of Savings Programs	4,487,577	2,959,697	3,276,611	1,250,000		
Revenue Over (Under) Expense Including Savings Programs	359,694	(4,672,371)	662,841	(2,454,432)		

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**GENERAL FUND SUMMARY
TOWN OF TRUCKEE
2018/19 SUMMARY BUDGET**

	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
REVENUES						
Taxes	19,333,617	18,700,276	19,627,667	19,808,315	0.92%	5.93%
Intergovernmental	1,952,401	1,972,782	1,975,797	1,888,000	-4.44%	-4.30%
Other	1,561,684	1,581,636	1,935,904	1,719,731	-11.17%	8.73%
Planning Fees	266,342	256,500	197,000	183,000	-7.11%	-28.65%
Gas Taxes	1,694,224	2,097,141	2,143,129	1,975,785	-7.81%	-5.79%
Transfers	439,090	583,262	541,906	629,775	16.21%	7.97%
Total Revenues	25,247,359	25,191,598	26,421,403	26,204,605	-0.82%	4.02%
EXPENDITURES						
PERSONNEL						
Town Council	34,965	45,871	43,708	49,925	14.22%	8.84%
Town Manager	284,379	375,328	292,420	263,629	-9.85%	-29.76%
Town Attorney	185,807	217,943	203,131	232,842	14.63%	6.84%
Town Clerk & Communications	409,418	452,817	417,004	468,645	12.38%	3.50%
Administrative Services	989,078	1,134,532	1,057,249	946,741	-10.45%	-16.55%
Economic Development	119,253	174,897	163,274	179,581	9.99%	2.68%
Information Technology	-	-	-	433,917	0.00%	-
Engineering	1,140,599	1,206,200	1,167,415	1,351,674	15.78%	12.06%
Road Maintenance	1,030,548	1,220,491	1,050,236	1,294,010	23.21%	6.02%
Snow Removal	1,390,451	1,269,071	1,152,388	1,341,332	16.40%	5.69%
Trails Maintenance	100,607	113,389	91,035	105,506	15.90%	-6.95%
Facilities Maintenance	456,175	516,817	489,178	591,746	20.97%	14.50%
Planning	830,411	979,762	751,059	953,811	27.00%	-2.65%
Code Compliance	56,685	61,380	57,503	66,473	15.60%	8.30%
Police	4,286,485	4,815,669	4,234,849	5,029,265	18.76%	4.44%
Animal Services	328,798	373,998	381,059	437,803	14.89%	17.06%
Total Personnel	11,643,659	12,958,166	11,551,507	13,746,901	19.01%	6.09%
SERVICES & SUPPLIES						
Town Council	102,952	88,425	72,625	88,175	21.41%	-0.28%
Town Manager	34,241	36,400	37,000	37,100	0.27%	1.92%
Town Attorney	34,203	108,750	95,350	109,450	14.79%	0.64%
Town Clerk & Communications	64,688	68,010	70,000	76,949	9.93%	13.14%
Administrative Services	196,609	190,150	189,910	111,170	-41.46%	-41.54%
General Government	1,144,981	1,214,611	1,141,367	1,239,284	8.58%	2.03%
Economic Development	540,517	511,177	433,066	449,497	3.79%	-12.07%
Information Technology	-	-	-	131,450	0.00%	-
Engineering	102,775	130,615	110,067	136,126	23.68%	4.22%
Road Maintenance	531,899	734,120	466,524	642,756	37.78%	-12.45%
Snow Removal	1,189,503	1,078,964	925,946	1,159,733	25.25%	7.49%
Trails Maintenance	20,070	47,307	20,900	37,840	81.05%	-20.01%
Facilities Maintenance	708,085	766,901	714,594	857,214	19.96%	11.78%
Planning	65,975	95,050	87,010	89,350	2.69%	-6.00%
Code Compliance	2,936	7,181	3,967	6,852	72.73%	-4.58%
Police	888,421	1,089,456	943,872	1,023,172	8.40%	-6.08%
Animal Services	41,970	54,100	48,450	53,200	9.80%	-1.66%
Total Services & Supplies	5,669,824	6,221,217	5,360,648	6,249,316	16.58%	0.45%
CAPITAL						
Town Council	871	-	3,000	1,000	-66.67%	-
Town Manager	-	1,700	300	-	-100.00%	-100.00%
Town Clerk & Communications	-	2,800	4,400	6,500	47.73%	132.14%
Administrative Services	6,997	5,000	8,000	1,500	-81.25%	-70.00%
General Government	4,059	-	-	-	0.00%	-
Economic Development	-	8,812	46,551	108,400	132.86%	1130.14%
Engineering	6,441	7,450	7,900	5,700	-27.85%	-23.49%
Road Maintenance	227,062	236,150	228,100	235,000	3.02%	-0.49%
Snow Removal	539,864	643,100	625,700	622,600	-0.50%	-3.19%
Trails Maintenance	34,000	34,000	34,100	34,000	-0.29%	0.00%
Facilities Maintenance	18,470	21,000	20,558	26,000	26.47%	23.81%
Planning	-	1,400	7,000	3,300	-52.86%	135.71%
Code Compliance	650	650	650	1,400	115.38%	115.38%
Police	190,076	189,419	189,419	182,719	-3.54%	-3.54%
Animal Services	-	-	-	3,000	0.00%	-
Total Capital	1,028,491	1,151,481	1,175,678	1,231,119	4.72%	6.92%
Total Operating Expenditures	18,341,974	20,330,864	18,087,833	21,227,336	17.36%	4.41%
Debt Service	705,796	790,321	793,321	689,427	-13.10%	-12.77%
Total Expenditures	19,047,770	21,121,185	18,881,154	21,916,763	16.08%	3.77%
Operating Rev Over (Under) Exp	6,199,589	4,070,413	7,540,249	4,287,842		
Capital Expenditures	1,352,318	5,783,087	3,600,797	5,492,274	52.53%	-5.03%
Revenue Over (Under) Expense Including Capital Expenditures	4,847,271	(1,712,674)	3,939,452	(1,204,432)		
Savings of General Fund for Specific Purposes						
General Fund Contingency Designation	387,577	159,697	467,148	-		
Road Maintenance Reserve	1,000,000	1,200,000	1,200,000	1,250,000		
Streetscape Designation	-	-	-	1,000,000		
General Fund Housing Designation	2,500,000	-	-	500,000		
Open Space Acquisition Designation	500,000	-	-	-		
Town Facilities Improvement Designation	100,000	100,000	100,000	-		
Truckee Fire Fee Designation	-	-	9,463	-		
Developer Partnership Opportunity Designation	-	1,500,000	1,500,000	(1,500,000)		
Subtotal of savings programs	\$ 4,487,577	\$ 2,959,697	\$ 3,276,611	\$ 1,250,000		
Revenue Over (Under) Expenses Including Savings Programs	\$ 359,694	\$ (4,672,371)	\$ 662,841	\$ (2,454,432)		



CALCULATION OF TOTAL FUND BALANCE TOWN OF TRUCKEE

GENERAL FUND	PER AUDIT FY16-17	AMENDED BUDGET FY17-18	ESTIMATED ACTUAL FY17-18	PROPOSAL FY18-19
Beg Total Fund Balance	31,979,984	28,160,438	30,387,002	32,941,023
Revenues	25,247,359	25,191,598	26,421,403	26,204,605
Less: Operating Expenditures	(18,341,974)	(20,330,864)	(18,087,833)	(21,227,336)
Net Operating Revenue/Expense	6,905,385	4,860,734	8,333,570	4,977,269
Less: Debt Service	(705,796)	(790,321)	(793,321)	(689,427)
Net Operating Surplus/(Deficit) with Debt Service	6,199,589	4,070,413	7,540,249	4,287,842
Add: Repayment of Parking Fund Loan	-	-	-	-
Less: Capital Transfers	(1,352,318)	(5,783,087)	(3,600,797)	(5,492,274)
Less: Expenditures from Road Maintenance Reserve	(3,784,091)	(500,000)	(1,326,952)	(1,003,000)
Less: Expenditures from Economic Development Desig.	(791,071)	(237,988)	(17,143)	(400,000)
Less: Expenditures from Streetscape Designation	-	-	-	(1,000,000)
Less: Expenditures from Facilities Improvement Desig.	-	-	-	(1,300,000)
Less: Expenditures from General Fund Housing Desig.	-	(1,170,000)	(50,000)	(1,220,000)
Less: Expenditures from Truckee Fire Fee Desig.	(4,856)	(13,586)	9,463	(6,939)
Less: Expenditures from Pocket Park Maintenance Desig.	(647)	(1,000)	(800)	(1,000)
Less: Expenditures from Bond Infrastructure Desig.	(1,859,587)	-	-	-
Net Change	(1,592,982)	(3,635,248)	2,554,020	(6,135,371)
Total Ending Fund Balance	30,387,002	24,525,190	32,941,023	26,805,652
Less:				
<u>Nonspendable Fund Balances:</u>				
Inventory	302,735	388,137	302,735	302,735
Prepaid Costs & Deposits	73,711	86,663	73,711	73,711
Subtotal Nonspendable Fund Balances	376,446	474,800	376,446	376,446
<u>Assigned Fund Balances:</u>				
General Fund Contingency Designation (25%)	6,138,203	6,297,900	6,605,351	6,605,351
Litigation Designation	50,000	50,000	50,000	50,000
Road Maintenance Reserve	3,551,558	4,251,558	3,424,606	3,671,606
Economic Devel/Infrastructure Designation	1,332,189	1,094,201	1,315,046	915,046
Streetscape Designation	2,000,000	2,000,000	2,000,000	2,000,000
General Fund Housing Designation	2,500,000	1,330,000	2,450,000	1,730,000
Open Space Acquisition Designation	500,000	500,000	500,000	500,000
Developer Partnership Opportunity Designation	-	1,500,000	1,500,000	-
Town Facilities Improvement Designation	1,200,000	1,300,000	1,300,000	-
Truckee Fire Fee Designation	13,586	-	23,049	16,110
Pocket Park Designation	19,353	17,200	18,553	17,553
Total Nonspendable and Designations	17,681,335	18,815,659	19,563,051	15,882,111
Total Undesignated Fund Balance	12,705,667	5,709,531	13,377,972	10,923,540
<u>Restricted Fund Balances:</u>				
Self Insured Retention Designation - Liability	(75,000)	(75,000)	(75,000)	(75,000)
Self Insured Retention Designation - Workers Comp	(30,000)	(30,000)	(30,000)	(30,000)
Cash available	12,600,667	5,604,531	13,272,972	10,818,540
<u>Outstanding Long-term Loans due to General Fund:</u>				
Loan to Parking Fund - Parking Lot Purchases	478,500	1,000,000	478,500	848,500
N/R - Alder Pacific - Frishman Hollow Land	1,635,171	1,635,171	1,635,171	1,672,671
N/R - Streetscape Loan Receivable	225,560	101,428	202,621	227,621
Total Outstanding Loans due to the General Fund	2,339,231	2,736,599	2,316,292	2,748,792

CALCULATION OF TOTAL FUND BALANCE TOWN OF TRUCKEE

GENERAL FUND	PROJECTED FY19-20	PROJECTED FY20-21	PROJECTED FY21-22	PROJECTED FY22-23
Beg Total Fund Balance	26,805,652	23,676,595	22,062,173	24,896,262
Revenues	27,098,664	27,855,364	28,407,729	28,974,089
Less: Operating Expenditures	<u>(22,110,217)</u>	<u>(23,067,391)</u>	<u>(24,179,038)</u>	<u>(25,065,389)</u>
Net Operating Revenue/Expense	<u>4,988,447</u>	<u>4,787,973</u>	<u>4,228,691</u>	<u>3,908,700</u>
Less: Debt Service	<u>(823,321)</u>	<u>(1,067,326)</u>	<u>(1,067,556)</u>	<u>(1,066,003)</u>
Net Operating Surplus/(Deficit) with Debt Service	<u>4,165,126</u>	<u>3,720,647</u>	<u>3,161,136</u>	<u>2,842,698</u>
Add: Repayment of Parking Fund Loan	100,000	100,000	100,000	100,000
Less: Capital Transfers	(5,557,150)	(4,464,000)	(322,000)	(320,000)
Less: Expenditures from Road Maintenance Reserve	-	(865,000)	-	(4,063,000)
Less: Expenditures from Economic Development Desig.	(100,000)	(100,000)	(100,000)	(101,800)
Less: Expenditures from Streetscape Designation	(1,000,000)	-	-	-
Less: Expenditures from Facilities Improvement Desig.	-	-	-	-
Less: Expenditures from General Fund Housing Desig.	(730,000)	-	-	-
Less: Expenditures from Truckee Fire Fee Desig.	(6,007)	(5,018)	(3,970)	(1,115)
Less: Expenditures from Pocket Park Maintenance Desig.	(1,025)	(1,051)	(1,077)	(1,104)
Less: Expenditures from Bond Infrastructure Desig.	-	-	-	-
Net Change	<u>(3,129,056)</u>	<u>(1,614,422)</u>	<u>2,834,088</u>	<u>(1,544,321)</u>
Total Ending Fund Balance	<u>23,676,595</u>	<u>22,062,173</u>	<u>24,896,262</u>	<u>23,351,941</u>
Less:				
<u>Nonspendable Fund Balances:</u>				
Inventory	302,735	302,735	302,735	302,735
Prepaid Costs & Deposits	73,711	73,711	73,711	73,711
Subtotal Nonspendable Fund Balances	<u>376,446</u>	<u>376,446</u>	<u>376,446</u>	<u>376,446</u>
<u>Assigned Fund Balances:</u>				
General Fund Contingency Designation (25%)	6,774,666	6,963,841	7,101,932	7,243,522
Litigation Designation	50,000	50,000	50,000	50,000
Road Maintenance Reserve	4,921,606	5,306,606	6,556,606	3,743,606
Economic Devel/Infrastructure Designation	1,815,046	1,715,046	1,615,046	1,513,246
Streetscape Designation	1,000,000	1,000,000	1,000,000	1,000,000
General Fund Housing Designation	1,000,000	1,000,000	1,000,000	1,000,000
Open Space Acquisition Designation	500,000	500,000	500,000	500,000
Developer Partnership Opportunity Designation	-	-	-	-
Town Facilities Improvement Designation	-	-	-	-
Truckee Fire Fee Designation	10,103	5,085	1,115	-
Pocket Park Designation	16,528	15,477	14,400	13,297
Total Nonspendable and Designations	<u>16,464,395</u>	<u>16,932,501</u>	<u>18,215,545</u>	<u>15,440,117</u>
Total Undesignated Fund Balance	<u>7,212,201</u>	<u>5,129,673</u>	<u>6,680,717</u>	<u>7,911,825</u>
<u>Restricted Fund Balances:</u>				
Self Insured Retention Designation - Liability	(75,000)	(75,000)	(75,000)	(75,000)
Self Insured Retention Designation - Workers Comp	<u>(30,000)</u>	<u>(30,000)</u>	<u>(30,000)</u>	<u>(30,000)</u>
Cash available	<u>7,107,201</u>	<u>5,024,673</u>	<u>6,575,717</u>	<u>7,806,825</u>
<u>Outstanding Long-term Loans due to General Fund:</u>				
Loan to Parking Fund - Parking Lot Purchases	748,500	648,500	548,500	448,500
N/R - Alder Pacific - Frishman Hollow Land	1,710,171	1,747,671	1,785,171	1,822,671
N/R - Streetscape Loan Receivable	200,621	173,621	146,621	119,621
Total Outstanding Loans due to the General Fund	<u>2,659,292</u>	<u>2,569,792</u>	<u>2,480,292</u>	<u>2,390,792</u>

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GENERAL FUND - FIVE YEAR OPERATING PROJECTIONS
TOWN OF TRUCKEE
2018/19 SUMMARY BUDGET

	2018/19 PROPOSED BUDGET	2019/20 PROJECTED BUDGET	2020/21 PROJECTED BUDGET	2021/22 PROJECTED BUDGET	2022/23 PROJECTED BUDGET
REVENUES					
GENERAL FUND					
Taxes	19,808,315	20,365,464	20,938,694	21,322,569	21,713,826
Intergovernmental	1,888,000	1,969,328	2,056,204	2,129,805	2,206,290
Other	2,349,505	2,391,264	2,443,349	2,492,652	2,544,617
Total General Fund Revenue	24,045,820	24,726,055	25,438,247	25,945,026	26,464,733
SPECIAL REVENUE					
Planning Fees	183,000	188,490	194,145	198,028	201,988
Street Revenue	1,975,785	2,184,119	2,222,972	2,264,676	2,307,368
Total Special Revenue	2,158,785	2,372,609	2,417,117	2,462,704	2,509,356
TOTAL REVENUES	26,204,605	27,098,664	27,855,364	28,407,729	28,974,089
EXPENDITURES					
Town Council	139,100	139,711	148,535	149,110	158,419
Town Manager	300,729	313,742	330,038	350,255	362,323
Town Attorney	342,292	330,093	337,919	345,655	355,601
Town Clerk & Communications	552,094	564,648	603,480	624,579	661,537
Administrative Services	1,059,411	1,120,496	1,177,542	1,250,453	1,301,995
General Government	1,239,284	1,271,575	1,294,536	1,338,438	1,365,057
Economic Development	737,478	759,401	795,821	816,955	836,149
Information Technology	565,367	608,233	637,303	664,191	679,530
Engineering	1,493,500	1,557,413	1,614,455	1,702,048	1,771,349
Road Maintenance	2,171,766	2,267,704	2,347,336	2,457,500	2,553,684
Snow Removal	3,123,665	3,229,797	3,329,841	3,436,541	3,530,996
Trails Maintenance	177,346	182,339	188,085	193,928	199,253
Facilities Maintenance	1,474,960	1,555,110	1,621,744	1,683,868	1,741,519
Planning	1,046,461	1,099,555	1,162,245	1,224,833	1,281,860
Code Compliance	74,725	79,131	84,770	91,215	96,247
Police	6,235,156	6,513,977	6,847,361	7,271,271	7,567,151
Animal Services	494,003	517,292	546,379	578,197	602,719
Total Operating Costs	21,227,336	22,110,217	23,067,391	24,179,038	25,065,389
Debt Service - Town Hall	318,210	318,682	318,704	318,363	322,538
Debt Service - Stevens Lane Corporation Yard	371,218	367,652	371,748	371,617	370,289
Debt Service - Stevens Lane Corp Yard Garage	-	136,988	376,875	377,575	373,175
Capital Projects (General Fund portion)	5,492,274	5,557,150	4,464,000	322,000	320,000
Total Other Costs	6,181,701	6,380,471	5,531,326	1,389,556	1,386,003
TOTAL EXPENDITURES	27,409,036	28,490,688	28,598,717	25,568,594	26,451,391
CHANGE IN FUND BALANCE	(1,204,431)	(1,392,024)	(743,353)	2,839,136	2,522,698
Savings of General Fund for Specific Purposes					
General Fund Contingency Designation	-	169,315	189,175	138,091	141,590
Road Maintenance Reserve	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000
Economic Devel/Infrastructure Designation	-	1,000,000	-	-	-
General Fund Housing Designation	500,000	-	-	-	-
Streetscape Designation	1,000,000	-	-	-	-
Developer Partnership Opportunity Designation	(1,500,000)	-	-	-	-
Subtotal of Savings Programs	1,250,000	2,419,315	1,439,175	1,388,091	1,391,590
Revenue Over (Under) Expenses Including Savings Programs	(2,454,431)	(3,811,339)	(2,182,528)	1,451,044	1,131,108

**FY 2018/19 GENERAL FUND DESIGNATION SUMMARY
TOWN OF TRUCKEE**

	ACTUAL 15/16	AUDITED BALANCE 6/30/2016	ACTUAL 16/17	AUDITED BALANCE 6/30/2017	
Assigned Fund Balances					
3210	General Fund Contingency Designation	639,408	5,750,626	387,577	6,138,203
3211	Litigation	-	50,000	-	50,000
3212	Road Maintenance Reserve	750,000	6,375,000	1,000,000	7,375,000
3212	Road Maintenance Reserve - Use of Funds	-	(39,351)	(3,784,091)	(3,823,442)
	Net Road Maintenance Reserve		6,335,649		3,551,558
3213	Economic Devel/Infrastructure Designation	-	2,750,000	-	2,750,000
	Use of Economic Devel/Infrastructure Designation	(269,289)	(626,740)	(791,071)	(1,417,811)
	Net Economic Devel/Infrastructure Designation		2,123,260		1,332,189
3215	Streetscape Project Designation	2,000,000	2,000,000	-	2,000,000
	Use of Streetscape Project Designation	-	-	-	-
	Net Streetscape Project Designation		2,000,000		2,000,000
3216	General Fund Housing Designation	-	-	2,500,000	2,500,000
	Use of General Fund Housing Designation	-	-	-	-
	Net General Fund Housing Designation		-		2,500,000
3217	Open Space Acquisition Designation	-	-	500,000	500,000
	Use of Open Space Acquisition Designation	-	-	-	-
	Net Open Space Acquisition Designation		-		500,000
3218	Developer Partnership Opportunity Designation	-	-	-	-
3220	Town Facilities Improvement Designation	100,000	1,100,000	100,000	1,200,000
3221	Truckee Fire Fee Designation	1,347	18,442	(4,856)	13,586
3222	Pocket Park Maintenance Designation	20,000	20,000	(647)	19,353
3223	Bond Infrastructure Designation	(1,221,346)	1,859,587	(1,859,587)	-
	Restricted Fund Balances				-
3110	Self Insured Retention - Liability	-	75,000	-	75,000
3115	Self Insured Retention - Workers Comp	-	30,000	-	30,000
	Nonspendable Fund Balances				-
3040	Inventory	(61,478)	388,137	(85,402)	302,735
3045	Prepaid Costs & Deposits	86,663	86,663	(12,952)	73,711
	Total General Fund Assigned, Restricted and Nonspendable	<u>2,045,305</u>	<u>19,837,364</u>	<u>(2,051,029)</u>	<u>17,786,335</u>

**FY 2018/19 GENERAL FUND DESIGNATION SUMMARY
TOWN OF TRUCKEE**

	BUDGET 17/18	BUDGETED BALANCE 6/30/2018	ESTIMATED ACTUAL 17/18	ESTIMATED BALANCE 6/30/2018	PROPOSED BUDGET 18/19	BUDGETED BALANCE 6/30/2019
3210	159,697	6,297,900	467,148	6,605,351	-	6,605,351
3211	-	50,000	-	50,000	-	50,000
3212	1,200,000	8,575,000	1,200,000	8,575,000	1,250,000	9,825,000
3212	(500,000)	<u>(4,323,442)</u>	(1,326,952)	<u>(5,150,394)</u>	(1,003,000)	<u>(6,153,394)</u>
		4,251,558		3,424,606		3,671,606
3213	-	2,750,000	-	2,750,000	-	2,750,000
	(237,988)	<u>(1,655,799)</u>	(17,143)	<u>(1,434,954)</u>	(400,000)	<u>(1,834,954)</u>
		1,094,201		1,315,046		915,046
3215	-	2,000,000	-	2,000,000	500,000	2,500,000
	-	-	-	-	(1,000,000)	(1,000,000)
		<u>2,000,000</u>		<u>2,000,000</u>		<u>1,500,000</u>
3216	-	2,500,000	-	2,500,000	1,000,000	3,500,000
	(1,170,000)	<u>(1,170,000)</u>	(50,000)	<u>(50,000)</u>	(1,220,000)	<u>(1,270,000)</u>
		1,330,000		2,450,000		2,230,000
3217	-	500,000	-	500,000	-	500,000
	-	-	-	-	-	-
		<u>500,000</u>		<u>500,000</u>		<u>500,000</u>
3218	1,500,000	1,500,000	1,500,000	1,500,000	(1,500,000)	-
3220	100,000	1,300,000	100,000	1,300,000	(1,300,000)	-
3221	(13,586)	-	9,463	23,049	(6,939)	16,110
3222	(1,000)	17,200	(800)	18,553	(1,000)	17,553
3223	-	-	-	-	-	-
3110		75,000	-	75,000	-	75,000
3115		30,000	-	30,000	-	30,000
3040	-	388,137	-	302,735	-	302,735
3045	-	86,663	-	73,711	-	73,711
	<u>1,037,123</u>	<u>18,920,659</u>	<u>1,881,716</u>	<u>19,668,051</u>	<u>(3,680,939)</u>	<u>15,987,111</u>

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**FY 2018/19 GENERAL FUND DESIGNATION SUMMARY DETAIL
TOWN OF TRUCKEE**

32.10 GENERAL FUND CONTINGENCY - ASSIGNED

Council policy is to set aside an amount equal to 25% of operating revenues to provide for working capital and/or potential emergencies. The policy also states that the contingencies will not be reduced as a result of declining revenues.

32.11 LITIGATION - ASSIGNED

Provides for potential costs associated with defending the Town against litigation.

32.12 ROAD MAINTENANCE RESERVE - ASSIGNED

Provides for General Fund reserves set aside specifically for use on pavement preservation or rehabilitation. The Town's Pavement Maintenance Program (PMP) was reviewed and updated during FY 17/18. The preliminary results of the review indicated that additional funding would be required and as such, the savings for this reserve were increased to \$1.25 million per year.

32.13 ECONOMIC DEVELOPMENT and INFRASTRUCTURE DESIGNATION

Provides funding for infrastructure and/or economic development projects consistent with Town Council direction.

32.15 STREETScape PROJECT DESIGNATION

Provides funding for various Streetscape projects in the Downtown area based on Council direction.

32.16 GENERAL FUND HOUSING DESIGNATION

Provides funding for Council prioritized "locals" future housing projects within the community.

32.17 OPEN SPACE ACQUISITION DESIGNATION

Provides funding for Council prioritized acquisitions of open space within the Town for the public benefit.

32.18 DEVELOPER PARTNERSHIP OPPORTUNITY DESIGNATION

Funding set aside by Council for partnership opportunities with local developers on Council priorities. For FY 18/19, staff proposes to reallocate these funds between the Streetscape Designation and the General Fund Housing Designation.

32.20 TOWN FACILITIES IMPROVEMENTS DESIGNATION

Provides funding for the build-out of Town facilities to provide constituents with consistent levels of service.

32.21 TRUCKEE FIRE FEE DESIGNATION

Provides funding for future rate increases of wild-land fire protection services.

32.22 POCKET PARK MAINTENANCE DESIGNATION

Provides funding, contributed by the Mountain Area Preservation, to be used to reimburse the Town for expenses related to the maintenance of the Trout Creek Pocket Park (see the Facilities Maintenance Division budget in section 5 for more details regarding specific expenses).

32.23 BOND INFRASTRUCTURE DESIGNATION

Funding consisted of a transfer of remainder of the Redevelopment Successor Agency bond funds and was designated for use on infrastructure projects. All remaining funds were used on the Brickelltown Streetscape project (C0322) in FY 16/17.

31.10 SELF INSURED RETENTION - LIABILITY - RESTRICTED

Required by PARSAC, the Town's insurance pool, to provide for the Town's self insured retention (SIR) for liability insurance. The required amount is two (2) times the SIR of \$25,000. Three (3) times the SIR is included here.

31.15 SELF INSURED RETENTION - WORKERS COMPENSATION - RESTRICTED

Provides for the Town's SIR for worker's compensation claims. Represents three (3) times the per incident deductible of \$10,000.

HISTORICAL CALCULATION OF TOTAL FUND BALANCE TOWN OF TRUCKEE

GENERAL FUND	AMENDED BUDGET FY 13-14	PER AUDIT FY 13-14	AMENDED BUDGET FY 14-15	PER AUDIT FY 14-15
Beg Total Fund Balance	18,397,719	19,038,207	19,969,467	20,964,409
Revenues	19,269,934	20,225,767	19,736,229	21,341,335
Less: Operating Expenditures	(17,108,304)	(16,036,940)	(17,920,181)	(16,137,372)
Net Operating Revenue/Expense	2,161,630	4,188,827	1,816,048	5,203,963
Less: Debt Service	(727,432)	(733,713)	(728,167)	(734,606)
Net Operating Surplus/(Deficit) with Debt Service	1,434,198	3,455,114	1,087,881	4,469,357
Add: Repayment of Outstanding Loan	-	4,647	9,363	9,338
Add: Repayment of Humane Society of Truckee Tahoe Loan	-	215,940	116,587	96,910
Add: Pocket Park Maintenance Contribution	-	-	-	-
Add: Operating Transfers In	-	20,769	-	-
Less: Capital Transfers	(1,693,867)	(783,275)	(1,181,435)	(1,225,784)
Less: Humane Society Loan Forgiveness	-	(15,940)	(29,147)	(19,382)
Less: Other Transfers Out	-	(33,799)	-	(10,240)
Less: Expenditures from Road Maintenance Reserve	-	-	-	-
Less: Expenditures from Economic Development Desig.	-	(50,000)	(1,075,000)	(307,451)
Less: Expenditures from Animal Shelter Desig.	(83,980)	-	-	-
Less: Expenditures from Humane Society Adv. Desig.	(1,015,867)	(887,253)	-	-
Less: Expenditures from General Fund Housing Desig.	-	-	-	-
Less: Expenditures from Truckee Fire Fee Desig.	-	-	(2,072)	(2,072)
Less: Expenditures from Pocket Park Maintenance Desig.	-	-	-	-
Less: Expenditures from Bond Infrastructure Desig.	-	-	-	(2,929,506)
Extraordinary gain	-	-	-	6,010,439
Net Change	(1,359,516)	1,926,202	(1,073,822)	6,091,609
Total Ending Fund Balance	17,038,203	20,964,409	18,895,645	27,056,018
Less: <u>Nonspendable Fund Balances:</u>				
Inventory	557,309	490,792	557,309	449,614
Prepaid Costs & Deposits	-	-	-	-
Subtotal Nonspendable Fund Balances	557,309	490,792	557,309	449,614
<u>Assigned Fund Balances:</u>				
General Fund Contingency Designation (25%)	4,817,483	4,888,616	4,934,057	5,111,218
Litigation Designation	50,000	50,000	50,000	50,000
Road Maintenance Reserve	4,834,085	4,835,649	5,585,649	5,585,649
Economic Devel/Infrastructure Designation	1,250,000	2,700,000	1,550,000	2,392,549
Streetscape Designation	-	-	-	-
General Fund Housing Designation	-	-	-	-
Open Space Acquisition Designation	-	-	-	-
Developer Partnership Opportunity Designation	-	-	-	-
Town Facilities Improvement Designation	500,000	500,000	1,000,000	1,000,000
Truckee Fire Fee Designation	19,167	19,167	17,095	17,095
Pocket Park Designation	-	-	-	-
Bond Infrastructure Designation	-	-	-	3,080,933
Total Nonspendable and Designations	12,028,044	13,484,224	13,694,111	17,687,058
Total Undesignated Fund Balance	5,010,159	7,480,185	5,201,534	9,368,960
<u>Restricted Fund Balances:</u>				
Self Insured Retention Designation - Liability	(75,000)	(75,000)	(75,000)	(75,000)
Self Insured Retention Designation - Workers Comp	(30,000)	(30,000)	(30,000)	(30,000)
Cash available	4,905,159	7,375,185	5,096,534	9,263,960
<u>Outstanding Long-term Loans due to General Fund:</u>				
Loan to Parking Fund - Parking Lot Purchases	-	-	-	-
N/R - Alder Pacific - Frishman Hollow Land	1,522,671	1,522,671	1,560,171	1,560,171
N/R - Humane Society of Truckee Tahoe - Animal Shelter	1,165,867	679,389	521,078	113,729
N/R - Streetscape Loan Receivable	-	-	-	121,114
N/R - Loan Recievable	-	408,400	397,990	394,795
Total Outstanding Loans due to the General Fund	2,688,538	2,610,460	2,479,239	2,189,809

HISTORICAL CALCULATION OF TOTAL FUND BALANCE

TOWN OF TRUCKEE

GENERAL FUND	AMENDED		AMENDED	
	BUDGET FY 15-16	PER AUDIT FY 15-16	BUDGET FY 16-17	PER AUDIT FY 16-17
Beg Total Fund Balance	22,902,993	27,056,018	30,020,608	31,979,984
Revenues	21,292,498	24,163,587	22,882,096	25,247,359
Less: Operating Expenditures	(18,880,461)	(17,307,856)	(19,610,743)	(18,341,974)
Net Operating Revenue/Expense	2,412,037	6,855,731	3,271,353	6,905,385
Less: Debt Service	(723,078)	(714,407)	(727,103)	(705,796)
Net Operating Surplus/(Deficit) with Debt Service	1,688,959	6,141,324	2,544,250	6,199,589
Add: Repayment of Outstanding Loan	9,432	444,083	9,211	-
Add: Repayment of Humane Society of Truckee Tahoe Loan	116,587	582,479	-	-
Add: Pocket Park Maintenance Contribution	-	20,000	-	-
Add: Operating Transfers In	-	-	-	-
Less: Capital Transfers	(2,104,463)	(673,648)	(4,434,715)	(1,352,318)
Less: Humane Society Loan Forgiveness	(29,147)	(116,479)	-	-
Less: Other Transfers Out	-	-	-	-
Less: Expenditures from Road Maintenance Reserve	(1,855,500)	-	(4,238,460)	(3,784,091)
Less: Expenditures from Economic Development Desig.	(2,265,000)	(252,448)	(937,935)	(791,071)
Less: Expenditures from Animal Shelter Desig.	-	-	-	-
Less: Expenditures from Humane Society Adv. Desig.	-	-	-	-
Less: Expenditures from General Fund Housing Desig.	-	-	(800,000)	-
Less: Expenditures from Truckee Fire Fee Desig.	-	-	(4,856)	(4,856)
Less: Expenditures from Pocket Park Maintenance Desig.	-	-	-	(647)
Less: Expenditures from Bond Infrastructure Desig.	-	(1,221,346)	(1,859,587)	(1,859,587)
Extraordinary gain	-	-	-	-
Net Change	(4,439,132)	4,923,966	(9,722,092)	(1,592,981)
Total Ending Fund Balance	18,463,861	31,979,984	20,298,516	30,387,003
Less: <u>Nonspendable Fund Balances:</u>				
Inventory	490,792	388,137	449,614	302,735
Prepaid Costs & Deposits	-	86,663	-	73,711
Subtotal Nonspendable Fund Balances	490,792	474,800	449,614	376,446
<u>Assigned Fund Balances:</u>				
General Fund Contingency Designation (25%)	5,323,124	5,750,626	5,750,626	6,138,203
Litigation Designation	50,000	50,000	50,000	50,000
Road Maintenance Reserve	4,480,649	6,335,649	3,087,189	3,551,558
Economic Devel/Infrastructure Designation	-	2,123,260	1,143,834	1,332,189
Streetscape Designation	2,000,000	2,000,000	2,000,000	2,000,000
General Fund Housing Designation	-	-	1,700,000	2,500,000
Open Space Acquisition Designation	-	-	500,000	500,000
Developer Partnernship Opportunity Designation	-	-	-	-
Town Facilities Improvement Designation	1,100,000	1,100,000	1,200,000	1,200,000
Truckee Fire Fee Designation	18,442	18,442	13,586	13,586
Pocket Park Designation	-	20,000	-	19,353
Bond Infrastructure Designation	-	1,859,587	-	-
Total Nonspendable and Designations	13,463,007	19,732,364	15,894,849	17,681,335
Total Undesignated Fund Balance	5,000,854	12,247,620	4,403,667	12,705,668
<u>Restricted Fund Balances:</u>				
Self Insured Retention Designation - Liability	(75,000)	(75,000)	(75,000)	(75,000)
Self Insured Retention Designation - Workers Comp	(30,000)	(30,000)	(30,000)	(30,000)
Cash available	4,895,854	12,142,620	4,298,667	12,600,668
<u>Outstanding Long-term Loans due to General Fund:</u>				
Loan to Parking Fund - Parking Lot Purchases	-	-	1,000,000	478,500
N/R - Alder Pacific - Frishman Hollow Land	1,597,671	1,597,672	1,635,171	1,635,171
N/R - Humane Society of Truckee Tahoe - Animal Shelter	436,745	-	-	-
N/R - Streetscape Loan Receivable	-	111,396	101,428	225,560
N/R - Loan Recievable	393,743	-	386,783	-
Total Outstanding Loans due to the General Fund	2,428,159	1,709,068	3,123,382	2,339,231

**BUILDING and SAFETY FUND SUMMARY
TOWN OF TRUCKEE
2018/19 SUMMARY BUDGET**

	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
BEGINNING FUND BALANCE	1,221,201	1,452,542	1,540,317	1,903,297		
REVENUES						
Building Fees	1,536,980	1,498,630	1,659,100	1,748,000	5.36%	16.64%
Interest Income	6,318	2,000	12,000	14,000	16.67%	600.00%
Total Revenues	1,543,298	1,500,630	1,671,100	1,762,000	5.44%	17.42%
EXPENDITURES						
Personnel	661,217	850,977	775,355	1,081,679	39.51%	27.11%
Services & Supplies	475,928	522,982	503,765	624,434	23.95%	19.40%
Non-depreciable Capital Outlay	6,428	10,000	10,000	12,000	20.00%	20.00%
Depreciation	20,219	17,500	19,000	6,000	-68.42%	-65.71%
Transfer to Capital Projects	60,390	-	-	-	0.00%	
Total Expenditures	1,224,181	1,401,459	1,308,120	1,724,114	31.80%	23.02%
Revenue Over (Under) Exp	319,117	99,171	362,980	37,886	-89.56%	-61.80%
ENDING FUND BALANCE	1,540,317	1,551,713	1,903,297	1,941,183	1.99%	25.10%
Non-spendable Fund Balance						
Capital Assets	110,135	101,754	98,792	92,792	-6.07%	-8.81%
Assigned Fund Balance						
Contingency ¹	227,376	272,961	408,866	600,000	0.00%	119.81%
Vehicle Replacement ²	23,134	32,251	59,432	63,221	6.37%	96.03%
Total Assigned Fund Balance	250,510	305,212	468,298	663,221	41.62%	117.30%
Net Cash Available	1,179,672	1,144,747	1,336,207	1,185,171	-11.30%	3.53%

¹ The current savings plan accumulates the Building and Safety Fund contingency to six months of operating expenses over the next five years, to be continually monitored with a long-term goal of building the balance to one year of operating expense. Savings are calculated as 50% of any projected revenues in excess of expenditures. For FY 18/19, staff is proposing to add an additional one time savings amount to bring the contingency to \$600,000, funded from the net cash available, to help the division speed up the savings process.

² The Vehicle Replacement contingency savings are calculated as 10% of any projected revenues in excess of expenditures.

**FACILITIES IMPACT FEES FUNDS SUMMARY
TOWN OF TRUCKEE
2018/19 SUMMARY BUDGET**

	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
LAW ENFORCEMENT FUND						
BEGINNING FUND BALANCE	273,395	301,058	295,236	182,473		
Revenues	21,841	68,400	63,027	95,333	51.26%	39.38%
Expenditures - Engineering Labor	-	683	630	636	0.84%	-6.95%
Expenditures - Capital Projects	-	234,000	175,000	125,000	-28.57%	-46.58%
Expenditures - Credit Card Fees	-	160	160	160	0.00%	0.00%
ENDING FUND BALANCE	295,236	134,615	182,473	152,010	-16.69%	12.92%
ANIMAL SERVICES FUND						
BEGINNING FUND BALANCE	78,810	79,318	89,362	95,677		
Revenues	10,552	10,600	6,465	9,543	47.61%	-9.97%
Expenditures - Engineering Labor	-	105	65	64	-1.59%	-39.41%
Expenditures - Credit Card Fees	-	85	85	85	0.00%	0.00%
ENDING FUND BALANCE	89,362	89,728	95,677	105,072	9.82%	17.10%
STORM DRAINAGE FUND						
BEGINNING FUND BALANCE	174,411	122,562	280,852	306,793		
Revenues	130,768	126,400	112,166	170,496	52.00%	34.89%
Expenditures - Engineering Labor	-	1,054	1,122	1,137	1.34%	7.84%
Expenditures - Capital Projects	24,328	20,000	84,000	85,000	1.19%	325.00%
Expenditures - Credit Card Fees	-	1,105	1,105	1,105	0.00%	0.00%
ENDING FUND BALANCE	280,852	226,804	306,793	390,048	27.14%	71.98%
GENERAL GOVERNMENT FUND						
BEGINNING FUND BALANCE	542,173	507,528	698,605	464,522		
Revenues	156,431	130,200	118,342	174,628	47.56%	34.12%
Expenditures - Engineering Labor	-	1,157	1,183	1,164	-1.63%	0.62%
Expenditures - Capital Projects	-	466,000	350,000	422,000	20.57%	-9.44%
Expenditures - Credit Card Fees	-	1,241	1,241	1,241	0.00%	0.00%
ENDING FUND BALANCE	698,605	169,330	464,522	214,745	-53.77%	26.82%
TOTAL ENDING FUND BALANCES	1,364,055	620,477	1,049,465	861,875	-17.87%	38.91%

**TRAFFIC IMPACT FEES FUND SUMMARY
TOWN OF TRUCKEE
2018/19 SUMMARY BUDGET**

	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
BEGINNING FUND BALANCE	6,876,580	5,582,775	6,949,781	6,072,365		
REVENUES						
Fees	720,866	845,000	1,293,731	1,000,000	-22.70%	18.34%
Placer County Fair-Share Fees	109,867	5,000	-	-	0.00%	-100.00%
Interest Income	19,724	20,000	59,000	60,000	1.69%	200.00%
Total Revenues	850,457	870,000	1,352,731	1,060,000	-21.64%	21.84%
EXPENDITURES						
Credit Card Fees	-	5,755	5,000	5,755	15.10%	0.00%
Transfer to Capital Projects	774,782	3,129,600	2,210,147	1,474,144	-33.30%	-52.90%
Engineering Labor	2,475	5,000	15,000	7,000	-53.33%	40.00%
Total Expenditures	777,257	3,140,355	2,230,147	1,486,899	-33.33%	-52.65%
Revenue Over (Under) Exp	73,200	(2,270,355)	(877,416)	(426,899)	0.00%	-81.20%
ENDING FUND BALANCE	6,949,781	3,312,420	6,072,365	5,645,466	-7.03%	70.43%

Note: This name used for this fund was inconsistent throughout this budget document. In prior years' budget this fund was referred to as either the Road Impact Fees Fund or the AB1600 Traffic Fees.

**PARKING FUND SUMMARY
TOWN OF TRUCKEE
2018/19 SUMMARY BUDGET**

	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
BEGINNING FUND BALANCE	845,818	966,117	1,026,592	1,348,039		
REVENUES						
Parking Fees	743,830	660,000	742,500	742,500	0.00%	12.50%
Parking Fines	62,367	68,000	40,250	71,000	76.40%	4.41%
Other Revenue	25	-	-	-	0.00%	
Snow Removal Reimbursement	24,978	20,000	36,000	22,000	-38.89%	10.00%
Interest Income	8,007	2,000	8,700	9,000	3.45%	350.00%
Total Revenues	839,206	750,000	827,450	844,500	2.06%	12.60%
EXPENDITURES						
Personnel	174,944	228,188	184,516	232,029	25.75%	1.68%
Services & Supplies	347,012	329,479	311,516	349,393	12.16%	6.04%
Non-depreciable Capital Outlay	126,506	-	-	-	0.00%	
Depreciation	9,971	9,971	9,971	9,971	0.00%	0.00%
Total Expenditures	658,433	567,638	506,003	591,394	16.88%	4.19%
Revenue Over (Under) Exp	180,773	182,362	321,447	253,106	-21.26%	38.79%
ENDING FUND BALANCE	1,026,592	1,148,479	1,348,039	1,601,145	18.78%	39.41%
Non-spendable Fund Balance						
Capital Assets	95,129	585,158	85,158	650,187	663.50%	11.11%
Assigned Fund Balance ¹						
Contingency	309,062	157,201	309,062	309,062	0%	97%
Capital Improvement Designation	150,000	200,000	200,000	250,000	25%	25%
Total Assigned Fund Balance	459,062	357,201	509,062	559,062	10%	57%
Net Cash Available	472,400	206,120	753,819	391,896	-48%	90%
Outstanding Long-term Loans						
Loan from General Fund	478,500	1,000,000	478,500	848,500	77.32%	-15.15%

¹ The contingency designation is intended to equal six (6) months of operating expenses if enough funds are available. The capital improvement designation is intended to be used for capital improvements and/or replacements of the Parking Districts equipment (parking meters) and parking lots. Savings for the capital improvement designation are \$50,000 per fiscal year.

**REDEVELOPMENT SUCCESSOR AGENCY FUND SUMMARY
TOWN OF TRUCKEE
2018/19 SUMMARY BUDGET**

	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
BEGINNING FUND BALANCE	(10,282,103)	(10,256,666)	(10,226,685)	(10,114,045)		
REVENUES						
Property Tax Revenue	803,200	689,167	757,822	750,000	-1.03%	8.83%
Administrative Costs Reimbursement	251,000	250,000	250,000	250,000	0.00%	0.00%
Loan Interest	9,484	-	9,637	9,792	1.61%	
Interest Income	8,024	1,200	10,000	10,000	0.00%	733.33%
Other Revenue	115,221	115,282	115,000	115,000	0.00%	-0.24%
Total Revenues	1,186,929	1,055,649	1,142,459	1,134,792	-0.67%	7.50%
EXPENDITURES						
Non-Administrative Costs	857,641	804,449	755,949	735,573	-2.70%	-8.56%
Loan Principal Forgiveness	23,870	-	23,870	23,870	0.00%	
Administrative Costs	250,000	250,000	250,000	250,000	0.00%	0.00%
Total Expenditures	1,131,511	1,054,449	1,029,819	1,009,443	-1.98%	-4.27%
Revenue Over (Under) Exp	55,418	1,200	112,640	125,350	11.28%	10342.59%
ENDING FUND BALANCE	(10,226,685)	(10,255,466)	(10,114,045)	(9,988,695)	0.00%	-2.60%

**SOLID WASTE FUND SUMMARY
TOWN OF TRUCKEE
2018/19 SUMMARY BUDGET**

	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
BEGINNING FUND BALANCE	284,676	370,341	496,716	499,216		
REVENUES						
Interest Income	2,182	400	2,500	3,000	20.00%	650.00%
Grant Revenues	17,441	112,254	112,254	35,000	-68.82%	-68.82%
Parcel Charges	3,415,447	3,478,617	3,300,985	4,094,526	24.04%	17.71%
Other Revenue	10,000	5,000	-	-	0.00%	-100.00%
Total Revenues	3,445,070	3,596,271	3,415,739	4,132,526	20.98%	14.91%
EXPENDITURES						
Personnel	113,606	170,604	156,082	227,831	45.97%	33.54%
Services & Supplies	3,117,895	3,387,407	3,255,340	3,901,672	19.85%	15.18%
Transfer to Capital Projects	-	-	-	71,250	0.00%	
Non-depreciable Capital Outlay	-	-	1,500	-	-100.00%	
Depreciation	1,530	500	317	317	0.00%	-36.60%
Total Expenditures	3,233,031	3,558,511	3,413,239	4,201,070	23.08%	18.06%
Revenue Over (Under) Exp	212,039	37,760	2,500	(68,544)	-2841.76%	-281.53%
ENDING FUND BALANCE	496,716	408,101	499,216	430,672	-13.73%	5.53%
Non-spendable Fund Balance						
Capital Assets	849	5,107	532	215	-59.58%	-95.79%
Net Cash Available	495,867	402,994	498,684	430,457	-13.68%	6.81%

**MEASURE V SALES TAX FUND SUMMARY
TOWN OF TRUCKEE
2018/19 SUMMARY BUDGET**

	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
BEGINNING FUND BALANCE	3,995,889	2,096,041	2,874,005	2,593,682		
REVENUES						
Sales Tax	2,354,564	2,328,000	2,400,000	2,455,000	2.29%	5.46%
Interest Income	19,735	15,500	29,000	20,000	-31.03%	29.03%
Total Revenues	2,374,299	2,343,500	2,429,000	2,475,000	1.89%	5.61%
EXPENDITURES						
Other Expenditures	33,353	8,000	8,000	8,000	0.00%	0.00%
Transfer to Capital Projects	3,462,828	3,571,486	2,701,323	3,455,000	27.90%	-3.26%
Total Expenditures	3,496,182	3,579,486	2,709,323	3,463,000	27.82%	-3.25%
Revenue Over (Under) Exp	(1,121,883)	(1,235,986)	(280,323)	(988,000)	0.00%	-20.06%
ENDING FUND BALANCE	2,874,005	860,055	2,593,682	1,605,682	-38.09%	86.70%

**GAS TAX FUND SUMMARY
TOWN OF TRUCKEE
2018/19 SUMMARY BUDGET**

	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
BEGINNING FUND BALANCE	-	-	-	110,672		
REVENUES						
Intergovernmental Revenues	1,719,202	2,097,141	2,289,801	2,284,865	-0.22%	8.95%
Total Revenues	1,719,202	2,097,141	2,289,801	2,284,865	-0.22%	8.95%
EXPENDITURES						
Transfer to General Fund	1,694,224	2,097,141	2,143,129	1,975,785	-7.81%	-5.79%
Transfer to Parking Fund	24,978	20,000	36,000	22,000	-38.89%	10.00%
Transfer to Capital Projects	-	91,419	-	279,000		205.19%
Total Expenditures	1,719,202	2,208,560	2,179,129	2,276,785	4.48%	3.09%
Revenue Over (Under) Exp	-	(111,419)	110,672	8,080	-92.70%	0.00%
ENDING FUND BALANCE	-	(111,419)	110,672	118,752	7.30%	0.00%

**TAHOE DONNER TSSA FUND SUMMARY
TOWN OF TRUCKEE
2018/19 SUMMARY BUDGET**

	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
BEGINNING FUND BALANCE	5,382,602	4,978,110	5,029,386	5,555,612		
REVENUES						
Parcel Charges	594,235	592,000	595,439	595,000	-0.07%	0.51%
Interest Income	15,135	36,500	44,500	45,500	2.25%	24.66%
Total Revenues	609,370	628,500	639,939	640,500	0.09%	1.91%
EXPENDITURES						
Special Assessment Admin Fees	3,429	3,450	3,450	3,450	0.00%	0.00%
Professional Services	8,994	1,500	1,500	1,500	0.00%	0.00%
Transfer to Capital Projects	950,163	357,967	108,763	1,381,000	1169.73%	285.79%
Total Expenditures	962,586	362,917	113,713	1,385,950	1118.81%	281.89%
Revenue Over (Under) Exp	(353,216)	265,583	526,226	(745,450)	-241.66%	-380.68%
ENDING FUND BALANCE -						
Roads Only	1,680,830	1,292,219	1,597,117	411,167	-74.26%	-68.18%
Roads, Trails, and Parking	3,348,556	3,951,474	3,348,556	3,348,556	0.00%	-15.26%
Roads, Trails, Parking & Snow Enhancements	-	-	609,939	1,050,439	72.22%	
TOTAL ENDING FUND BALANCE	5,029,386	5,243,693	5,555,612	4,810,162	-13.42%	-8.27%

**GLENSHIRE TSSA FUND SUMMARY
TOWN OF TRUCKEE
2018/19 SUMMARY BUDGET**

	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
BEGINNING FUND BALANCE	98,108	235,730	208,953	320,692		
REVENUES						
Parcel Charges	178,064	177,000	179,007	179,000	0.00%	1.13%
Interest Income	1,400	1,100	1,600	1,600	0.00%	45.45%
Total Revenues	179,464	178,100	180,607	180,600	0.00%	1.40%
EXPENDITURES						
Special Assessment Admin Fees	1,191	1,200	1,200	1,200	0.00%	
Professional Services	3,459	2,000	2,000	2,000	0.00%	
Transfer to Capital Projects	55,401	69,859	65,668	53,125	-19.10%	-23.95%
Transfers Out	8,567	1,000	8,150	5,000	-38.65%	400.00%
Total Expenditures	68,618	73,059	68,868	56,325	-18.21%	-22.90%
Revenue Over (Under) Exp	110,845	105,041	111,739	124,275	11.22%	18.31%
ENDING FUND BALANCE - Roads & Trails	208,953	340,771	320,692	444,967	38.75%	30.58%

BRICKELLTOWN MAINTENANCE DISTRICT FUND SUMMARY
TOWN OF TRUCKEE
2018/19 SUMMARY BUDGET

	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
BEGINNING FUND BALANCE	9,522	(5,164)	26,631	69,398		
REVENUES						
Interest Income	114	215	200	200	0.00%	-6.98%
Parcel Charges	75,979	71,898	72,040	73,481	2.00%	2.20%
Total Revenues	76,092	72,113	72,240	73,681	1.99%	2.17%
EXPENDITURES						
Personnel	36,982	43,270	15,878	40,219	153.30%	-7.05%
Supplies & Services	10,796	12,000	8,400	16,900	101.19%	40.83%
Non-depreciable Capital Outlay	6,205	-	-	-	0.00%	
Transfer to General Fund	5,000	5,000	5,195	5,299	2.00%	5.98%
Total Expenditures	58,984	60,270	29,473	62,418	111.78%	3.56%
Revenue Over (Under) Exp	17,109	11,843	42,767	11,263	-73.66%	-4.90%
ENDING FUND BALANCE	26,631	6,679	69,398	80,661	16.23%	1107.72%
Assigned Fund Balance						
Risk Management Designation ¹	-	5,000	5,000	25,000	400.00%	400.00%
Net Cash Available	26,631	1,679	64,398	55,661	-13.57%	3215.60%

¹ Designation is for risk management will be fully funded in FY 18/19 if the fund balance allows. Full funding at \$25,000 is the amount for the Town's self-insured retention liability.

**MEASURE R SALES TAX FUND SUMMARY
TOWN OF TRUCKEE
2018/19 SUMMARY BUDGET**

	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
BEGINNING FUND BALANCE	1,332,979	1,878,815	2,127,620	2,828,367		
REVENUES						
Sales Tax	1,149,527	1,144,000	1,158,000	1,185,000	2.33%	3.58%
Interest Income	6,892	15,000	16,000	19,000	18.75%	26.67%
Total Revenues	1,156,419	1,159,000	1,174,000	1,204,000	2.56%	3.88%
EXPENDITURES						
Transfers to General Fund	123,764	154,522	118,052	141,509	19.87%	-8.42%
Transfer to Capital Projects	238,014	1,137,000	355,202	817,000	130.01%	-28.14%
Total Expenditures	361,778	1,291,522	473,254	958,509	102.54%	-25.78%
Revenue Over (Under) Exp	794,642	(132,522)	700,746	245,491	-64.97%	-285.25%
ENDING FUND BALANCE	2,127,620	1,746,293	2,828,367	3,073,858	8.68%	76.02%

Note: The funds generated by the Measure R Sales Tax are for use on trails construction or maintenance only, therefore this fund is sometimes referred to as the Trails Fund.

**PUBLIC TRANSIT FUND SUMMARY
TOWN OF TRUCKEE
2018/19 SUMMARY BUDGET**

	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
BEGINNING BALANCE AS PREVIOUSLY REPORTED	469,317					
Prior Period Adjustment	(63,177)					
BEGINNING FUND BALANCE	406,140	582,005	476,354	769,529		
REVENUES						
State Transportation Funds (LTF,STA)	408,692	505,590	636,477	595,036	-6.51%	17.69%
CTSA Funds	22,771	23,583	23,547	24,820	5.41%	5.25%
Federal Funds (5311)	87,097	85,000	83,498	85,404	2.28%	0.48%
Grants	391,079	360,383	411,698	364,737	-11.41%	1.21%
Charges for Services	29,005	30,500	29,276	-	-100.00%	-100.00%
County Funds	14,724	16,068	16,068	16,429	2.25%	2.25%
Private Contributions	138,330	137,413	198,561	168,581	-15.10%	22.68%
Interest Income	910	200	1,000	1,000	0.00%	400.00%
Transfers In	-	181,842	71,643	176,096	145.80%	-3.16%
Other Revenue	6,770	-	1,721	-	-100.00%	0.00%
Total Revenues	1,099,377	1,340,579	1,473,489	1,432,103	-2.81%	6.83%
EXPENDITURES						
Personnel	116,895	131,224	134,846	155,772	15.52%	15.76%
Services & Supplies	844,215	1,008,459	974,552	1,055,850	8.34%	4.49%
Non-depreciable Capital Outlay	9,899	1,400	2,717	-	-100.00%	
Depreciation	58,153	80,000	68,200	89,600	31.38%	10.71%
Total Expenditures	1,029,163	1,221,083	1,180,315	1,301,223	10.24%	6.16%
Revenue Over (Under) Exp	70,214	119,496	293,175	130,880	-55.36%	8.70%
ENDING FUND BALANCE	476,354	701,501	769,529	900,409	17.01%	22.09%
Non-spendable Fund Balance						
Capital Assets	532,735	765,837	557,830	568,445	1.90%	-34.72%
Net Cash Available	(56,381)	(64,336)	211,699	331,964	56.81%	0.00%

**AIR QUALITY MITIGATION FUND SUMMARY
TOWN OF TRUCKEE
2018/19 SUMMARY BUDGET**

	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
BEGINNING FUND BALANCE	241,180	231,419	230,974	241,482		
REVENUES						
Interest Income	1,882	175	2,000	2,500	25.00%	1328.57%
Air Quality Mitigation Fee	4,335	525	47,000	500	-98.94%	-4.76%
Total Revenues	6,217	700	49,000	3,000	-93.88%	76.67%
EXPENDITURES						
Transfer to Capital Projects - Woodstove Program	16,423	15,000	13,400	15,000	11.94%	0.00%
Transfer to Transit Fund - Hwy 267 Transit Program ¹	-	65,092	25,092	67,696	169.79%	4.00%
Total Expenditures	16,423	80,092	38,492	82,696	114.84%	3.25%
Revenue Over (Under) Exp	(10,206)	(79,392)	10,508	(79,696)	-858.43%	0.00%
ENDING FUND BALANCE	230,974	152,027	241,482	161,786	-33.00%	6.42%

¹ Staff initially requested \$212,000 (~\$70,666 per year) to fund a three year pilot program. Due to cost savings and the receipt of grant funding (see Transit Revenues section of this budget), staff intends to use the original funding amount to continue this program for as long as funding is available.

267 TRANSIT PROGRAM FUNDING	
Original Request	212,200
Usage	
FY15/16	(39,450)
FY16/17	-
FY17/18	(25,092)
FY18/19	(67,696)
FY19/20	(71,123)
FY20/21	(8,839)
Remaining Funds	-

**FLEET REPLACEMENT FUND SUMMARY
TOWN OF TRUCKEE
2018/19 SUMMARY BUDGET**

	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
BEGINNING FUND BALANCE	5,731,567	6,962,912	6,420,654	5,166,573		
REVENUES						
Departmental Contributions	983,126	1,060,919	1,060,919	1,060,919	0.00%	0.00%
Total Revenues	983,126	1,060,919	1,060,919	1,060,919	0.00%	0.00%
EXPENDITURES						
Equipment Purchases	294,039	2,392,500	2,315,000	782,000	-66.22%	-67.31%
Total Expenditures	294,039	2,392,500	2,315,000	782,000	-66.22%	-67.31%
Revenue Over (Under) Exp	689,087	(1,331,581)	(1,254,081)	278,919	0.00%	-120.95%
ENDING FUND BALANCE	6,420,654	5,631,331	5,166,573	5,445,492	5.40%	-3.30%

Note: Please see the Town's fleet replacement plan for more detail regarding the Town's plan for fleet vehicle replacements.

**FLEET EQUIPMENT REPLACEMENT
TOWN OF TRUCKEE
2018/19 ANNUAL BUDGET DETAIL**

DEPARTMENT/EQUIPMENT	FY2018/19 PROPOSED BUDGET
Public Works - Combined Road Maintenance/Snow Removal	
Unit #114 - 4WD Pickup Crew Cab w/ Cone Bed	\$ 100,000
Unit #121 - 4WD 5 Ton Dump Truck	85,000
Unit #122 - 4WD 2 Ton Dump Truck	85,000
Unit #130 - 4WD 1 Ton Service Truck	85,000
Unit #135 - 4WD 3/4 Ton Supervisor Truck	50,000
Unit #210 - 10 Ton Flatbed	100,000
Subtotal Combined Road and Snow	505,000
Public Works - Facilities Department	
Unit #132 - 4WD Service Truck	85,000
Subtotal Facilities Department	85,000
Police Department	
Unit #012 - CSO Vehicle	45,000
Unit #817 - Unmarked Police Vehicle	52,000
Unit #832 - Marked Police Patrol Vehicle	47,500
Unit #833 - Marked Police Patrol Vehicle	47,500
Subtotal Police Department	192,000
TOTAL FLEET REPLACEMENT	\$ 782,000

Please see the Town's Fleet Replacement Plan for more detail. It can be located by typing "Fleet Replacement Plan" into the search bar on the Town's website.

Per the Town's Purchasing Policies, as adopted in FY 16/17, purchase orders for the above mentioned fleet replacement vehicles will only be brought to Council for approval should Council specifically request such action, regardless of the fact that the purchases may be higher than the normal threshold for which the Town Manager can provide his/her approval.

EQUIPMENT/PROPERTY	FY 2018/19 TRADE-INS & SALES REVENUE
Auction	
Unit #613 - Caterpillar 950F Loader	20,000
Unit #614 - Caterpillar 950F Loader	20,000
Unit #326 - Patch Truck	15,000
Unit #334 - Craftco Crack Filler	10,000
Unit #114 - Cone Truck	3,500
Unit #121 - 4WD 5 Ton Dump Truck	5,000
Unit #122 - 4WD 5 Ton Dump Truck	5,000
Unit #130 - 4WD 1 Ton Service Truck	8,000
Unit #135 - 4WD Supervisor Truck	8,000
Unit #210 - 8 Ton Flatbed	10,000
Unit #132 - 4WD Service Truck	8,000
Unit #147 - 1/2 Ton Truck	5,000
Unit #148 - 1/2 Ton Truck	5,000
TOTAL TRADE-INS & SALES OF EQUIPMENT/PROPERTY	\$ 122,500¹

¹ Revenue from the sale or trade-in of surplus equipment is recorded in the General Fund Revenues section of this budget.

**AFFORDABLE HOUSING and ECONOMIC DEVELOPMENT
GRANT and LOAN ACTIVITIES
TOWN OF TRUCKEE
2018/19 ANNUAL BUDGET DETAIL**

FUND	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET
<u>FEDERAL DEPARTMENT OF HOUSING and URBAN DEVELOPMENT (HUD)</u>				
315	99-HOME-0402 - Sierra Pines (Village) \$950,000 Award, 72 Unit Apartment Building			
<i>Assets:</i>				
Interest Receivable - Long Term	1,523,575	1,677,431	1,677,431	1,840,858
Loan - Sierra Pines	950,000	950,000	950,000	950,000
Total Assets	2,473,575	2,627,431	2,627,431	2,790,858
<i>Liabilities:</i>				
Deferred Loan Receivable	950,000	950,000	950,000	950,000
Deferred Interest Income	1,523,575	1,677,431	1,677,431	1,840,858
<i>Restricted Fund Balance</i>	-	-	-	-
Total Liabilities & Fund Bal.	2,473,575	2,627,431	2,627,431	2,790,858
Beginning Fund Balance	-	-	-	-
<i>Revenues:</i>				
Interest Revenue	-	-	-	-
<i>Less Expenditures</i>				
Ending Fund Balance 99-HOME-0402	-	-	-	-
313	04-HOME-0761 - Henness Flats \$3,662,500 Award, 92 Unit Apartment Building			
<i>Assets:</i>				
Loan - Truckee Pacific Associates	4,496,982	4,599,354	4,599,354	4,701,726
Total Assets	4,496,982	4,599,354	4,599,354	4,701,726
<i>Liabilities:</i>				
Deferred Loan Receivable	4,496,982	4,599,354	4,599,354	4,701,726
<i>Restricted Fund Balance</i>	-	-	-	-
Total Liabilities & Fund Bal.	4,496,982	4,599,354	4,599,354	4,701,726
Beginning Fund Balance	-	-	-	-
<i>Revenues</i>				
	-	-	-	-
<i>Less Expenditures</i>				
	-	-	-	-
Ending Fund Balance 04-HOME-0761	-	-	-	-

**AFFORDABLE HOUSING and ECONOMIC DEVELOPMENT
GRANT and LOAN ACTIVITIES
TOWN OF TRUCKEE
2018/19 ANNUAL BUDGET DETAIL**

FUND	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET
<u>FEDERAL DEPARTMENT OF HOUSING and URBAN DEVELOPMENT (HUD) (cont'd)</u>				
311	06-HOME-2452 - \$4,000,000 Award, Frishman Hollow 32 Unit Apartment Building			
<i>Assets:</i>				
Loan - Developer	4,975,361	5,092,358	5,092,358	5,209,355
Total Assets	4,975,361	5,092,358	5,092,358	5,209,355
<i>Liabilities:</i>				
Deferred Loan Receivable	4,975,361	5,092,358	5,092,358	5,209,355
Restricted Fund Balance	-	-	-	-
Total Liabilities & Fund Bal.	4,975,361	5,092,358	5,092,358	5,209,355
Beginning Fund Balance	-	-	-	-
Revenues	-	-	-	-
Less Expenditures	-	-	-	-
Ending Fund Balance 06-HOME-2452	-	-	-	-
322	01-STBG-1614 - \$500,000 award, two Rehab Loans			
<i>Assets:</i>				
Interest Receivable	-	-	-	-
Loans Receivable	50,704	45,692	45,692	45,692
Total Assets	50,704	45,692	45,692	45,692
<i>Liabilities:</i>				
Deferred Loans Receivable	50,704	45,692	45,692	45,692
Restricted Fund Balance	-	-	-	-
Total Liabilities & Fund Bal.	50,704	45,692	45,692	45,692
Beginning Undesignated Fund Balance	-	-	-	-
<i>Revenues:</i>				
Loan Principle Payments	708	5,012	5,012	-
Interest Revenue	-	-	-	-
<i>Less Expenditures:</i>				
Transfer to Program Income	(708)	(5,012)	(5,012)	-
Ending Fund Balance 01-STBG-1614	-	-	-	-

**AFFORDABLE HOUSING and ECONOMIC DEVELOPMENT
GRANT and LOAN ACTIVITIES
TOWN OF TRUCKEE
2018/19 ANNUAL BUDGET DETAIL**

FUND	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET
<u>CALIFORNIA DEPARTMENT OF HOUSING and COMMUNITY DEVELOPMENT (HCD)</u>				
323	CDBG-10-STBG-6741 - \$800,000 award, Housing Rehab - Multi-Unit Residential			
<i>Assets:</i>				
Loans Receivable	701,580	687,651	687,868	673,880
Total Assets	701,580	687,651	687,868	673,880
<i>Liabilities:</i>				
Deferred Revenues	701,580	687,651	687,868	673,880
<i>Restricted Fund Balance</i>	-	-	-	-
Total Liabilities & Fund Bal.	701,580	687,651	687,868	673,880
Beginning Fund Balance	-	-	-	-
<i>Revenues:</i>				
Interest Revenue	-	-	-	-
Loan Principle Payment	13,440	13,929	13,906	13,988
Loan Interest Payments	14,178	14,200	13,711	13,630
<i>Less Expenditures:</i>				
Transfer to Program Income	(27,618)	(28,129)	(27,618)	(27,618)
Ending Fund Balance CDBG-10-STBG-6741	-	-	-	-

**AFFORDABLE HOUSING and ECONOMIC DEVELOPMENT
GRANT and LOAN ACTIVITIES
TOWN OF TRUCKEE
2018/19 ANNUAL BUDGET DETAIL**

FUND	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET
<u>CALIFORNIA DEPARTMENT OF HOUSING and COMMUNITY DEVELOPMENT (HCD) (cont'd)</u>				
314	00-CalHome-023 - \$500,000 Award Rehab Loans			
	<i>Assets:</i>			
Loans Receivable	180,721	182,570	180,721	-
Total Assets	180,721	182,570	180,721	-
	<i>Liabilities:</i>			
Deferred Loans Receivable	180,721	182,570	180,721	-
Total Liabilities & Fund Bal.	180,721	182,570	180,721	-
Beginning Fund Balance	-	-	-	-
	<i>Revenues:</i>			
Loan Principal and Interest Payment	-	-	-	180,721
	<i>Less Expenditures:</i>			
Transfer to CalHome Reuse	-	-	-	(180,721)
Ending Fund Balance 00 CalHome 023	-	-	-	-
312	06-CalHome-183 - \$600,000 Grant Awarded October 2007 - Rehab and Down Payment Assistance Loans			
	<i>Assets:</i>			
Loans Receivable	307,219	307,839	274,446	280,987
Total Assets	307,219	307,839	274,446	280,987
	<i>Liabilities:</i>			
Deferred Loans Receivable	307,219	307,839	274,446	280,987
Total Liabilities & Fund Bal.	307,219	307,839	274,446	280,987
Beginning Fund Balance	-	-	-	-
	<i>Revenues:</i>			
Loan Principal and Interest Payment	25,791	-	39,694	-
	<i>Less Expenditures:</i>			
Transfer to CalHome Reuse Fund	(25,791)	-	(39,694)	-
Ending Fund Balance 06-CalHome-183	-	-	-	-

**AFFORDABLE HOUSING and ECONOMIC DEVELOPMENT
GRANT and LOAN ACTIVITIES
TOWN OF TRUCKEE
2018/19 ANNUAL BUDGET DETAIL**

FUND	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET
<u>CALIFORNIA DEPARTMENT OF HOUSING and COMMUNITY DEVELOPMENT (HCD) (cont'd)</u>				
302	05 BEGIN - Down Payment Assistance, Stone Ridge (047) and Spring Creek (051) projects			
<i>Assets:</i>				
Loans Receivable 05-03 Begin 047	192,372	198,610	196,872	201,108
Loans Receivable 05-04 Begin 051	116,813	119,513	119,513	122,213
Total Assets	309,184	318,123	316,384	323,320
<i>Liabilities:</i>				
Deferred Loans Rec. 05-03 Begin 047	192,372	198,610	196,872	201,108
Deferred Loans Rec. 05-04 Begin 051	116,813	119,513	119,513	122,213
<i>Restricted Fund Balance</i>	-	-	-	-
Total Liabilities & Fund Bal.	309,184	318,123	316,384	323,320
Beginning Fund Balance	-	-	-	-
<i>Revenues:</i>				
Loan Principal and Interest Payments	37,407	-	-	-
Interest Income	-	-	-	-
<i>Less Expenditures:</i>				
Transfer to BEGIN Reuse Fund	(37,407)	-	-	-
Ending Fund Balance 05-BEGIN xx	-	-	-	-

OTHER DOWN PAYMENT HOUSING ASSITANCE

330	Boulders Moderate Housing and Down Payment Assistance			
<i>Assets:</i>				
Cash & Investments	-	-	-	-
Loans Receivable - Original Contract	60,000	60,000	60,000	60,000
Loans Receivable - First Time Home Buyer	580,909	644,931	491,926	502,368
Total Assets	640,909	704,931	551,926	562,368
<i>Liabilities:</i>				
Deferred Revenues - Loans	640,909	704,931	551,926	562,368
Total Liabilities & Fund Bal.	640,909	704,931	551,926	562,368
Beginning Fund Balance	-	-	-	-
<i>Revenues:</i>				
Loan Principle & Interest Payment	138,634	-	100,824	-
<i>Less Expenditures:</i>				
Transfer to Aff Housing in Lieu	(138,634)	-	(100,824)	-
Ending Fund Balance Boulders	-	-	-	-

**AFFORDABLE HOUSING and ECONOMIC DEVELOPMENT
GRANT and LOAN ACTIVITIES
TOWN OF TRUCKEE
2018/19 ANNUAL BUDGET DETAIL**

FUND	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET
<u>OTHER DOWN PAYMENT HOUSING ASSITANCE (cont'd)</u>				
301	BEGIN - Re-Use Funds			
<i>Assets:</i>				
Cash & Investments	170,391	107,617	172,367	173,879
Loans Receivable	61,457	63,257	63,257	65,057
Interest Receivable	198	-	-	-
Total Assets	232,046	170,874	235,624	238,936
<i>Liabilities:</i>				
Deferred Loans Rec.	61,457	63,257	63,257	65,057
<i>Restricted Fund Balance</i>	170,589	107,617	172,367	173,879
Total Liabilities & Fund Bal.	232,046	170,874	235,624	238,936
Beginning Fund Balance	191,807	170,174	170,589	172,367
<i>Revenues:</i>				
Interest Revenue	1,375	700	1,779	1,512
Transfer FROM 05 BEGIN	37,407	-	-	-
<i>Less Expenditures:</i>				
Loan Expenditures	(60,000)	-	-	-
Ending Fund Balance BEGIN Re-Use	170,589	170,874	172,367	173,879
310	CalHome - Re-Use Funds			
<i>Assets:</i>				
Cash & Investments	80,699	121,198	96,736	97,482
Interest Receivable	124	-	-	-
Loans Receivable	150,734	30,000	179,925	184,612.34
Total Assets	231,556	151,198	276,661	282,094
<i>Liabilities:</i>				
Deferred Loans Rec.	150,734	30,000	179,925	184,612
<i>Restricted Fund Balance</i>	80,823	121,198	96,736	97,482
Total Liabilities & Fund Bal.	231,556	151,198	276,661	282,094
Beginning Fund Balance	91,328	120,698	80,823	96,736
<i>Revenues:</i>				
Interest Revenue	875	500	894	746
Transfer FROM CalHome	26,620	-	39,694	-
<i>Less Expenditures:</i>				
Professional Services	-	-	(175)	-
Loan Expenditures	(38,000)	-	(24,500)	-
Ending Fund Balance CalHome Re-Use	80,823	121,198	96,736	97,482

**AFFORDABLE HOUSING and ECONOMIC DEVELOPMENT
GRANT and LOAN ACTIVITIES
TOWN OF TRUCKEE
2018/19 ANNUAL BUDGET DETAIL**

FUND	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET
<u>OTHER DOWN PAYMENT HOUSING ASSSITANCE (cont'd)</u>				
320	Misc. Income from CDBG Use			
	<i>Assets:</i>			
Cash & Investments	125,191	159,030	126,583	155,265
Interest Receivable	140	-	-	-
Loans Receivable	52,083	52,583	52,583	53,083
Total Assets	177,415	211,613	179,166	208,348
	<i>Liabilities:</i>			
Deferred Loans Rec.	52,083	52,583	52,583	53,083
<i>Restricted Fund Balance</i>	125,331	159,030	126,583	155,265
Total Liabilities & Fund Bal.	177,415	211,613	179,166	208,348
Beginning Fund Balance	124,368	125,088	125,331	126,583
	<i>Revenues:</i>			
Interest Revenue	963	800	1,252	1,064
Transfer FROM CDBG Program Income	-	33,141	-	27,618
	<i>Less Expenditures:</i>			
Loan Expenditure	-	-	-	-
Ending Fund Balance Misc. Income from CDBG Use Funds	125,331	159,030	126,583	155,265
321	CDBG Program Income			
	<i>Assets:</i>			
Cash & Investments	5,516	166,453	45,728	46,332
Interest Receivable	148	-	-	-
Loans Receivable	50,008	-	51,508	53,008
Total Assets	55,672	166,453	97,236	99,340
	<i>Liabilities:</i>			
Accounts Payable	1,203	-	-	-
Deferred Loans Rec.	50,008	-	51,508	53,008
<i>Restricted Fund Balance</i>	4,462	166,453	45,728	46,332
Total Liabilities & Fund Bal.	55,672	166,453	97,236	99,340
Beginning Fund Balance	165,909	165,653	4,462	45,728
	<i>Revenues:</i>			
Interest Income	1,313	800	710	603
Loan Principle & Interest Payments	-	-	-	-
Transfer FROM CDBG Programs	36,100	33,141	42,799	27,618
	<i>Less Expenditures:</i>			
Other Expenditures	(2,665)	-	(2,243)	-
Loan Expenditures	(50,000)	-	-	-
Transfer TO Misc Income	(146,194)	(33,141)	-	(27,618)
Ending Fund Balance CDBG Program Income use funds	4,462	166,453	45,728	46,332

**AFFORDABLE HOUSING and ECONOMIC DEVELOPMENT
GRANT and LOAN ACTIVITIES
TOWN OF TRUCKEE
2018/19 ANNUAL BUDGET DETAIL**

FUND	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	
<u>OTHER DOWN PAYMENT HOUSING ASSITANCE (cont'd)</u>					
206	Town Housing Fund				
	<i>Assets:</i>				
	Cash & Investments	91,109	77,019	217,818	227,966
	Interest Receivable	107	-	-	-
	Loan Receivable - Oregon Investors	230,783	235,568	230,783	226,189
	Loans Receivable	452,550	456,132	452,550	459,483
	Total Assets	774,549	768,719	901,151	913,637
	<i>Liabilities:</i>				
	Deferred Loans Rec. - Oregon Investors	230,783	235,568	230,783	226,189
	Deferred Loans Rec.	452,550	456,132	452,550	459,483
	<i>Un-Restricted Fund Balance</i>	91,217	77,019	217,818	227,966
	Total Liabilities & Fund Bal.	774,549	768,719	901,151	913,637
	Beginning Fund Balance	68,982	90,986	91,217	217,818
	<i>Revenues:</i>				
	Loan Principle Payment	14,421	4,503	104,503	4,594
	Loan Interest Payments	7,133	4,582	20,849	4,491
	Interest Revenue	681	400	1,250	1,063
	<i>Less Expenditures</i>	-	-	-	-
	Ending Fund Balance Town Housing Fund	91,217	100,471	217,818	227,966
203	Affordable Housing In-Lieu Fund				
	<i>Assets:</i>				
	Cash & Investments	1,959,081	1,866,049	1,985,459	299,051
	Interest Receivable	2,252	-	-	-
	Total Assets	1,961,332	1,866,049	1,985,459	299,051
	<i>Liabilities:</i>				
	Accounts Payable	39,038	-	-	-
	Deferred Loans Rec.	-	-	-	-
	<i>Restricted Fund Balance</i>	1,922,295	1,866,049	1,985,459	299,051
	Total Liabilities & Fund Bal.	1,961,332	1,866,049	1,985,459	299,051
	Beginning Fund Balance	807,113	1,911,049	1,922,295	1,985,459
	<i>Revenues:</i>				
	Interest Revenue	9,309	5,000	15,990	13,592
	Housing In-Lieu Fees Collected	1,009,302	-	20,000	-
	Transfer from Other Funds	138,634	-	100,824	-
	<i>Less Expenditures:</i>				
	Professional Services	(42,063)	-	(23,650)	-
	Grant Administrator	-	-	-	-
	Transfer Out - Capital Projects	-	(50,000)	(50,000)	(1,700,000)
	Ending Fund Balance Affordable Housing In-Lieu Fund	1,922,295	1,866,049	1,985,459	299,051

**AFFORDABLE HOUSING and ECONOMIC DEVELOPMENT
GRANT and LOAN ACTIVITY
TOWN OF TRUCKEE
2018/19 ANNUAL BUDGET DETAIL**

ACTIVITY DESCRIPTION

Various affordable housing project and down payment assistance loans funded by Federal funds including HOME, CDBG, and STBG grants, as well as state funds from CalHome, BEGIN and other down payment assistance grants and developer in-lieu housing funds.

FEDERAL DEPARTMENT OF HOUSING and URBAN DEVELOPMENT

99-HOME-0402 - August 2000 HOME Program Grant was executed to fund a loan of \$950,000 for a developer to build Sierra Pines (Village), a 72 Unit Apartment Building. Interest compounded annually is calculated at a rate of 6.22% per annum and deferred for ten years or until cash flows allow for payments to begin. The term of this loan is 30 years.

04-HOME-0761 - November 2006 HOME grant executed for a maximum amount of \$3,662,500 which originally provided funds for development of Gray's Crossing/Henness Flats 92 low/very low units project and \$200,000 for the American Dream Down Payment Initiative (which was disencumbered and is no longer available). A loan to developer, Truckee Pacific Associates, in the amount of \$3,412,400 is a 55 year term note with simple interest calculated at a rate of 3.0% per annum. Interest and payments are deferred up to twelve years or until cash flows allow for payments to begin. Certificates of occupancy were issued September 2007.

06-HOME-2452 - August 2005 HOME grant was executed for a maximum amount of \$4,000,000, used to fund a loan for the development of Frishman Hollow low/very low unit project. A loan to the developer, Alder Pacific Assoc., in the amount of \$3,900,000, is a 55 year term note with simple interest calculated at a rate of 3.0% per annum. Interest and payments are deferred, to be paid from residual receipts according to loan agreement.

01-STBG-1614 - December 2001 CDBG grant was executed. Funding for rehab loans, total amount encumbered was \$500,000. Two rehab loans were given for a total amount of \$81,650 during FY 03/04. These are zero interest, zero payments until the property is sold, with restrictions according to 01-STBG-1614 CDBG application guidelines. Unpaid balances at year end are included in Deferred Revenue. One of two loans termed in FY 17/18 and was fully paid off.

CDBG-04-EDBG-1022 - July 2001 EDBG (Economic Development Grant) was executed. Funds used for economic development loans, total amount encumbered was \$500,000. All four economic development loans have been paid off as of 6/30/14. Three were given for a total amount of \$70,000 during FY 06/07 an additional loan for \$25,000 was given FY 07/08. These were simple interest (6.75% and 4.25%) with payments due monthly. Grant is now closed, remainder of grant disencumbered. Funds from paid off loans go to CDBG Program Income Fund.

10-STBG-6741 - January 31, 2011 CDBG grant was executed, \$800,000 was awarded for Housing Rehabilitation - Multi-Unit Residential Loan for the rehabilitation of the Senior Apartments on Martis Valley Road in Truckee. The grant funds were loaned to the owner of the property as of January 2013 on a reimbursement basis. Construction was completed in FY 12/13. The owner is making monthly payments. Payments on the loan are transferred to the CDBG Program Income fund annually.

**AFFORDABLE HOUSING and ECONOMIC DEVELOPMENT
GRANT and LOAN ACTIVITY
TOWN OF TRUCKEE
2018/19 ANNUAL BUDGET DETAIL**

CALIFORNIA STATE DEPARTMENT OF HOUSING and COMMUNITY DEVELOPMENT (HCD)

00-CALHOME-023 - CalHome grant awarded June 22, 2001 for rehab loans, total amount encumbered was \$500,000. Rehab loans are zero interest with payments deferred 15 years and transfer of ownership, or other criteria as outlined in the grant document. Three rehab loans were outstanding as of 6/30/17, unpaid balances are included in deferred revenue.

06-CALHOME-183 - CalHome grant funded by State Prop 1C was awarded October 23, 2007 for down payment assistance and rehab loans; total amount encumbered was \$600,000. Down payment assistance loans are 3% simple interest with payments and interest deferred 30 years. Sixteen loans had been issued as of FY 12/13, 8 of which are expected to be outstanding at year end. Unpaid balances are included in deferred revenue. Repayment will occur upon transfer of ownership or other criteria as outlined in the grant document.

05-BEGIN-047 - California Department of Housing and Community Development agreement executed August, 2005 for low/mod housing down payment assistance. Maximum grant commitment of \$330,000 allowed for down payment assistance in the StoneRidge housing project in the amount of \$30,000 per unit. Down payment assistance loans are 3% simple interest with payments and interest deferred 30 years. Eleven loans were issued, of which five are expected to have unpaid balances at year-end. Unpaid balances, including interest, are included in deferred revenue. All grant funds have been expended. When payments are made, funds are transferred to BEGIN Reuse Fund.

05-BEGIN-051 - California Department of Housing and Community Development agreement executed April, 2006 for low/mod housing down payment assistance. Maximum grant commitment was \$900,000. Allowed for down payment assistance in the Spring Creek housing project in the amount of \$30,000 per unit. If units were sold at market, the developer was required to split the additional revenue with the Town 50/50; a minimum of \$15,000 contribution was paid for each unit sold at market. These funds are included in deferred revenue and are available for other down payment assistance programs. Three low/mod housing unit loans at \$30,000 were issued. Of which, all three are expected to have an unpaid balance at year end. Unpaid balances are included in deferred revenue.

OTHER DOWN PAYMENT HOUSING ASSISTANCE

BOULDERS MODERATE HOUSING - The developers of the Boulders, Deerfield Truckee Associates, LLC has an agreement for down payment assistance in the form of a "Community Second" loan. When units were sold at market rate the developer paid the Town \$36,000 in housing in-lieu fees. Nine zero interest \$30,000 loans were originally issued. Subsequently, twelve loans were issued subsequent to initial offering with 3% simple interest accruing annually. Payment of principal and interest for all loans are deferred 30 years or if ownership changes, as outlined in the Promissory Note. Developer funds were used for First Time Homeowner Buyer Loans (FTHB) and all funds are utilized. Unpaid principle and interest balances are included in deferred revenue. When the loans are re-paid those funds are transferred to the Affordable Housing In-Lieu fund for other affordable housing assistance.

BEGIN RE-USE - BEGIN funded loan payments which meet certain criteria (detailed above) are transferred to this fund to be used for additional housing assistance, with the same restrictions required in the original grant.

**AFFORDABLE HOUSING and ECONOMIC DEVELOPMENT
GRANT and LOAN ACTIVITY
TOWN OF TRUCKEE
2018/19 ANNUAL BUDGET DETAIL**

OTHER DOWN PAYMENT HOUSING ASSISTANCE (cont'd)

CALHOME RE-USE - CalHome funded loan payments which meet certain criteria are transferred to this fund to be used for additional housing assistance, with the same restrictions required in the original grant.

MISC INCOME FROM CDBG RE-USE - Funds received which meet certain criteria from payment of CDBG loans. Funds can be used without any restrictions. Town intentions are to use the funds to supplement housing down payment assistance.

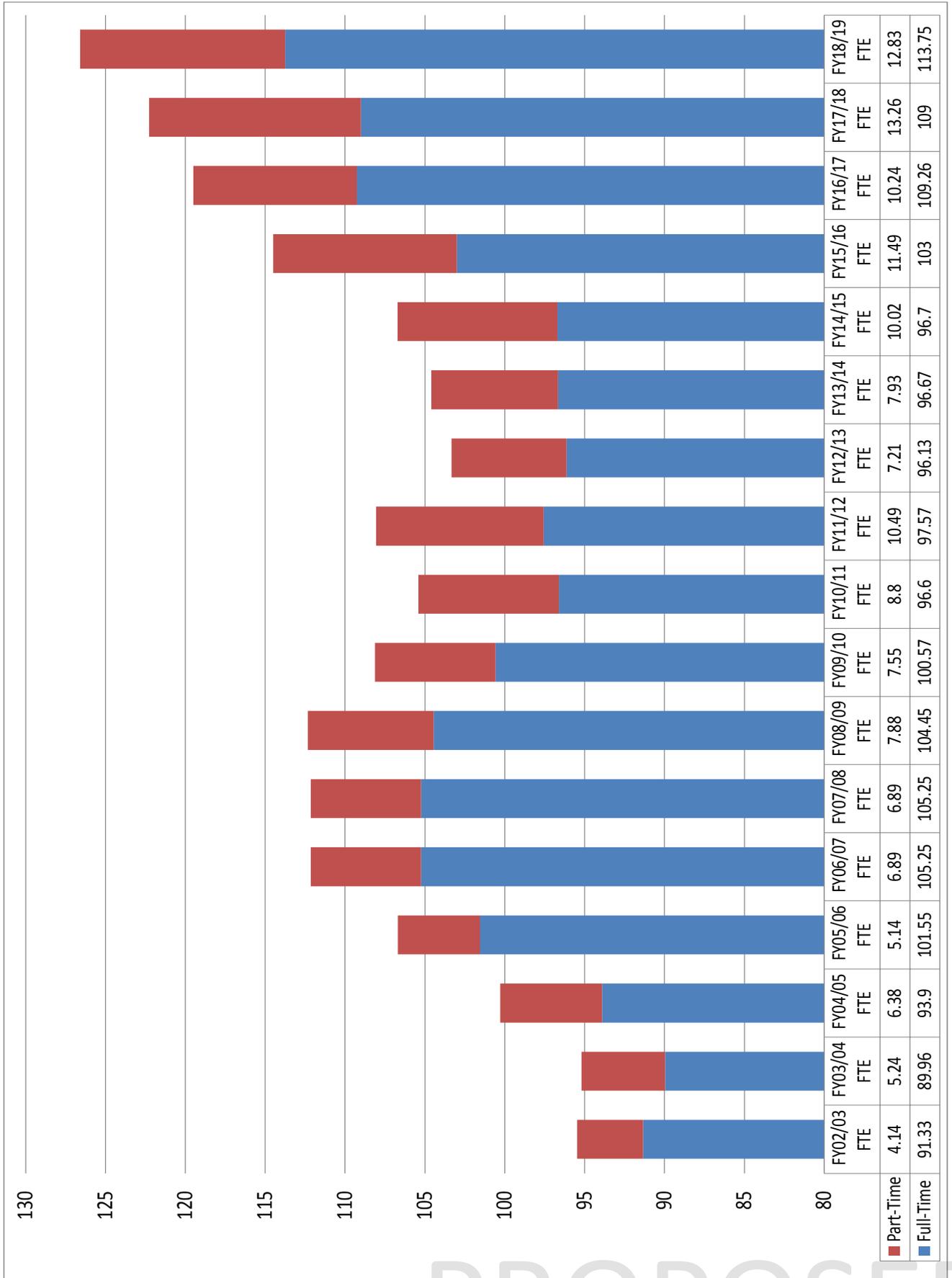
CDBG PROGRAM INCOME - Funds received from the re-payment of loans issued out of other CDBG grants. If the total deposited into this fund is less than \$35,000 per fiscal year, the amount may be transferred to the Miscellaneous Income fund. If over \$35,000, restrictions apply to using the money for first time home buyers up to 80% median income. There are currently one loan expected to be outstanding at year end.

TOWN HOUSING FUND - This fund included fifteen loans issued from the former Redevelopment Housing fund, including a loan for the rehabilitation of the Senior Housing apartments. There are currently ten loans expected to be outstanding at year end. As loans are paid off, the Town intends to use the funds for housing assistance.

AFFORDABLE HOUSING IN-LIEU FUND - The Town intends to use the funds for housing assistance. Funding for FY 17/18 was the Town's contribution for a regional Housing Council. The Town has committed an additional \$50,000 for FY 18/19 and FY 19/20 to this endeavour, which is included in the CIP budget. FY 18/19 funding also includes amounts the Town has committed as a match for the Railyard development.

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FULL-TIME EQUIVALENT (FTE) HISTORY
TOWN OF TRUCKEE
FY 2018/19



PROPOSED

**FULL-TIME EQUIVALENT (FTE) HISTORY - BY DIVISION
TOWN OF TRUCKEE
FY 2014/15 - FY 2018/19**

Fund	Division	FY14/15 FTE	FY15/16 FTE	FY16/17 FTE	FY17/18 FTE	FY18/19 FTE	Change from FY17/18 to FY18/19
General Fund	101.102.00 - Town Manager	0.95	0.95	0.95	1.00	1.00	0.00
	101.103.00 - Town Attorney	0.85	0.85	0.85	0.90	0.90	0.00
	101.104.00 - Town Clerk & Communications	4.15	4.15	4.65	4.53	4.78	0.25
	101.105.00 - Administrative Services	8.93	9.35	8.53	9.28	7.49	-1.79
	101.107.00 - Economic Development	0.95	0.95	0.95	1.40	1.30	-0.10
	101.108.00 - Information Technology	0.00	0.00	0.00	0.00	3.44	3.44
	101.110.xx - Police	32.34	32.55	33.11	32.21	31.87	-0.34
	101.111.00 - Animal Services	3.87	4.17	4.86	5.25	5.61	0.36
	101.115.00 - Engineering	5.84	7.83	8.18	7.70	8.27	0.57
	101.116.00 - Road Maintenance	11.76	11.69	12.11	12.61	12.70	0.09
	101.117.00 - Snow Removal	11.06	11.30	11.06	11.87	11.77	-0.10
	101.118.00 - Fleet Maintenance	5.43	5.18	5.18	6.18	6.47	0.29
	101.120.00 - Planning	5.55	6.50	7.99	7.45	7.55	0.10
	101.130.xx - Facilities	3.23	3.80	5.19	5.29	5.54	0.25
General Fund (partial)	101.119.00 - Trails Maintenance	0.00	0.90	0.90	1.02	0.73	-0.29
	101.121.00 - Code Compliance	1.10	1.10	1.10	1.10	1.10	0.00
Brickelltown Fund	212.000.00 - Brickelltown	0.00	0.00	0.48	0.52	0.27	-0.25
Parking Fund	501.000.00 - Parking	1.65	1.75	1.58	2.05	2.01	-0.04
Public Transit Fund	502.xxx.00 - Public Transit	0.95	0.95	0.95	0.88	1.11	0.23
Solid Waste Fund	503.000.00 - Solid Waste	1.60	1.60	1.60	1.78	2.38	0.60
Building & Safety Fund	504.000.00 - Building	5.36	7.77	8.12	8.44	9.49	1.05
Redevelopment Success Agency Fund	599.000.00 - Redevelopment Successor Agency	1.15	1.15	1.16	0.80	0.80	0.00
Grand Total		106.72	114.49	119.5	122.26	126.58	4.32



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SECTION 3 - REVENUES

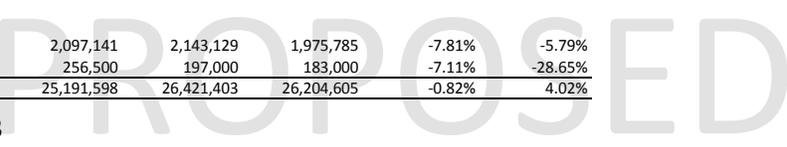
REVENUES BY FUND
REVENUE BUDGET DETAIL

PROPOSED

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**GENERAL FUND REVENUE
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET**

101.000.00 General Fund.Non-Departmental.Non-Division		2016/17	2017/18	2017/18	2018/19	% CHG BUD	% CHG BUD
ACCOUNT		ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	PROPOSED BUDGET	TO EA	TO BUD
TAX REVENUE							
40.11	Prop Taxes - Secured Curr Year	9,991,947	10,204,123	10,464,072	10,830,315	3.50%	6.14%
40.20	Prop Taxes - Unsecured Curr Yr	172,279	173,976	168,251	169,000	0.45%	-2.86%
40.25	Prop Tax - Unsecured Prior Yrs	(528)	1,500	2,367	2,000	-15.50%	33.33%
40.30	Supplemental - Sec Curr Year	197,943	108,824	126,728	120,000	-5.31%	10.27%
40.40	Supplemental - Unsec Curr Yr	5,071	-	1,118	-	-100.00%	0.00%
40.50	Supplemental - Prior Years	846	-	239	-	-100.00%	0.00%
40.61	RPTTF - RDA SA Residual	79,896	61,222	90,729	90,000	-0.80%	47.01%
41.10	Sales & Use Taxes	4,067,588	4,150,631	4,115,577	4,197,000	1.98%	1.12%
41.30	Transient Lodging Taxes	3,414,610	2,700,000	3,250,000	3,100,000	-4.62%	14.81%
41.50	Franchise Taxes	1,136,580	1,050,000	1,065,492	1,050,000	-1.45%	0.00%
40.70	Real Property Transfer Taxes	267,385	250,000	343,094	250,000	-27.13%	0.00%
	Total Taxes	19,333,617	18,700,276	19,627,667	19,808,315	0.92%	5.93%
INTERGOVERNMENTAL REVENUE							
40.80	Homeowner's Prop Tax Relief	98,434	98,000	96,276	98,000	1.79%	0.00%
45.10	Grant Revenue	42,102	33,749	20,555	13,000	-36.76%	-61.48%
45.11	Property Tax - In-Lieu MVL Fee	1,545,462	1,500,000	1,633,848	1,550,000	-5.13%	3.33%
45.12	Motor Vehicle License Fees	7,248	7,500	7,500	7,500	0.00%	0.00%
45.13	Aquatic Invasive Species Program Grants	88,636	183,533	62,500	75,000	20.00%	-59.14%
45.40	NVC Pass Thru Payment	59,713	63,000	61,880	63,000	1.81%	0.00%
45.70	Intergovernmental Funding	16,635	-	3,300	-	-100.00%	0.00%
45.73	Water Quality Monitoring Reimbursement	16,360	8,000	13,450	-	-100.00%	-100.00%
45.75	State Mandated Cost Reimbursements	8,046	4,000	1,000	1,000	0.00%	-75.00%
45.90	TTUSD - SRO Reimbursement	69,764	75,000	75,488	80,500	6.64%	7.33%
	Total Intergov't Revenue	1,952,401	1,972,782	1,975,797	1,888,000	-4.44%	-4.30%
OTHER REVENUE							
<i>Animal Services</i>							
42.10	Animal Licenses	27,753	25,000	25,000	25,000	0.00%	0.00%
46.05	Animal Services - Contract Services	15,000	24,000	15,000	15,000	0.00%	-37.50%
46.06	Animal Shelter Fees & Charges	20,069	18,000	18,000	18,000	0.00%	0.00%
<i>Interest Income</i>							
44.10	Interest Income - County	12,386	7,000	15,000	15,000	0.00%	114.29%
44.20, 44.30	Interest Income	90,935	250,000	300,000	300,000	0.00%	20.00%
<i>Lease Revenue</i>							
47.50	Town Hall Tenant Lease Revenue	161,161	162,580	181,047	288,164	59.17%	77.24%
47.51	Depot Tenant Lease Revenue	36,499	38,096	32,905	26,495	-19.48%	-30.45%
<i>Police Department</i>							
42.30	Watercraft Invasive Species Insp Fee	30,165	29,000	25,000	25,000	0.00%	-13.79%
43.05	Court Fines	205,819	200,000	150,000	150,000	0.00%	-25.00%
45.76	POST Reimbursement	8,522	10,000	7,000	10,000	42.86%	0.00%
46.40	Special Police Dept Services	62,008	50,000	65,000	60,000	-7.69%	20.00%
46.41	Police Dept Special Event Reimb	23,396	20,000	13,000	15,000	15.38%	-25.00%
46.42	Abandoned Vehicle Abate Reimb	9,463	2,500	7,000	5,000	-28.57%	100.00%
<i>Engineering Division</i>							
42.28	Engineering Fees - Plan Check	170,488	115,000	300,000	150,000	-50.00%	30.43%
46.25	Capital Labor Charge	363,540	325,000	200,000	200,000	0.00%	-38.46%
46.30	Impact Admin Fees	65,311	10,000	18,000	10,000	-44.44%	0.00%
<i>Public Works Department</i>							
46.28	Capital Labor Charge - Road Maint.	-	25,000	25,000	25,000	0.00%	0.00%
46.50	Public Works Service Charges - Snow Removal	100,865	75,000	97,000	115,000	18.56%	53.33%
46.51	Public Works Service Charges - Road Maint.	14,744	14,000	10,000	10,000	0.00%	-28.57%
46.52	Public Works Service Charges - Fleet Maint.	-	-	25,000	25,000	0.00%	0.00%
<i>Miscellaneous Revenues</i>							
46.31	Special Events Fees	29,522	10,000	33,516	41,572	24.04%	315.72%
46.90	Other Current Service Charges	7,983	5,000	8,000	8,000	0.00%	60.00%
47.04	Channel 6 Subscriber Contrib	52,944	50,000	50,000	55,000	10.00%	10.00%
47.05	Downtown Newsrack Lease Revenue	3,360	2,460	5,000	4,000	-20.00%	62.60%
47.30	Miscellaneous Revenues	17,981	2,000	1,000	1,000	0.00%	-50.00%
47.32	Other Reimbursement Revenue	7,264	10,000	3,000	-	-100.00%	-100.00%
47.33	PERS NPBC Refunds	-	-	175,000	-	-100.00%	0.00%
47.55	Town Hall Room Rental Fees	-	500	-	-	0.00%	-100.00%
47.60	Sales of Equipment/Property	24,507	101,500	131,436	122,500	-6.80%	20.69%
	Total Other Revenue	1,561,684	1,581,636	1,935,904	1,719,731	-11.17%	8.73%
INTERFUND TRANSFERS							
46.26	Transfer of Admin Ovhd Charges	288,736	414,740	402,756	473,717	17.62%	14.22%
47.70	Transit Shelter Maintenance	13,023	8,000	7,754	4,250	-45.19%	-46.88%
49.10	Transfer from TSSAs	8,567	1,000	8,150	5,000	-38.65%	400.00%
49.10	Transfer from Measure R Trails Fund	123,764	154,522	118,052	141,509	19.87%	-8.42%
49.10	Transfer from Brickelltown Maint. District	5,000	5,000	5,195	5,299	2.00%	5.98%
	Total Interfund Transfers	439,090	583,262	541,906	629,775	16.21%	7.97%
	TOTAL GENERAL FUND REVENUE	23,286,792	22,837,956	24,081,274	24,045,820	-0.15%	5.29%
Reconciliation to General Fund Summary (p.2-5):							
49.10	Plus: Gas Tax (Streets Revenue)	1,694,224	2,097,141	2,143,129	1,975,785	-7.81%	-5.79%
	Plus: Planning Div (Community Devt)	266,342	256,500	197,000	183,000	-7.11%	-28.65%
		25,247,359	25,191,598	26,421,403	26,204,605	-0.82%	4.02%



**COMMUNITY DEVELOPMENT DEPARTMENT REVENUE
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET**

ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
504.000.00	Building and Safety Fund.Non-Departmental.Non-Division						
	BUILDING AND SAFETY FUND						
42.20	Building Permit Fees	1,006,497	969,555	1,200,000	1,160,000	-3.33%	19.64%
42.21	Plan Check	408,004	446,075	375,000	500,000	33.33%	12.09%
42.22	Energy Plan Check	40,834	25,000	37,000	35,000	-5.41%	40.00%
42.23	Fire Administrative Fee	7,061	7,500	6,000	7,500	25.00%	0.00%
42.24	Record Retention	22,535	12,500	17,500	15,000	-14.29%	20.00%
42.25	Park & Rec Administrative Fee	6,789	7,500	6,000	7,500	25.00%	0.00%
42.26	Street Administration	(63)	6,500	-	3,500	0.00%	-46.15%
42.27	Encroachment - Building	18,452	7,500	5,000	5,000	0.00%	-33.33%
43.30	Code Compliance	17,880	5,000	7,000	8,000	14.29%	60.00%
44.20, 44.30	Interest Income	6,318	2,000	12,000	14,000	16.67%	600.00%
46.30	Impact Fee - Administrative Fee	7,242	10,000	3,500	5,000	42.86%	-50.00%
47.30	Other Revenue	1,750	1,500	2,100	1,500	-28.57%	0.00%
	Total Building & Safety Revenue	1,543,298	1,500,630	1,671,100	1,762,000	5.44%	17.42%
101.000.00	General Fund.Non-Departmental.Non-Division						
	PLANNING DIVISION - GENERAL FUND						
43.30	Code Compliance	16,098	6,500	7,000	8,000	14.29%	23.08%
42.21	Plan Processing Fees	250,244	250,000	190,000	175,000	-7.89%	-30.00%
	Total Planning Division Revenue	266,342	256,500	197,000	183,000	-7.11%	-28.65%
	TOTAL COMMUNITY DEVELOPMENT DEPARTMENT REVENUE	1,809,640	1,757,130	1,868,100	1,945,000	4.12%	10.69%

**FACILITIES IMPACT FEES FUNDS REVENUE
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET**

ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
271.000.00	Facility Impact Fees - Law.Non-Departmental.Non-Division						
	IMPACT FEES - LAW ENFORCEMENT FUND						
42.50	Developer Impact Fees	19,606	66,000	60,611	92,933	53.33%	40.81%
44.30	Interest Income	2,235	2,400	2,400	2,400	0.00%	0.00%
46.30	Admin Fees	-	-	16	-	-100.00%	
	Total Impact Fees - Law Enforcement Fund Revenue	21,841	68,400	63,027	95,333	51.26%	39.38%
272.000.00	Facility Impact Fees - Animal.Non-Departmental.Non-Division						
	IMPACT FEES - ANIMAL SERVICES FUND						
42.50	Developer Impact Fees	9,886	9,900	5,755	8,843	53.66%	-10.68%
44.30	Interest Income	665	700	700	700	0.00%	0.00%
46.30	Admin Fees	-	-	10	-	-100.00%	
	Total Impact Fees - Animal Services Fund Revenue	10,552	10,600	6,465	9,543	47.61%	-9.97%
273.000.00	Facility Impact Fees - Storm Drainage.Non-Departmental.Non-Division						
	IMPACT FEES - STORM DRAINAGE FUND						
42.50	Developer Impact Fees	128,788	125,400	109,747	168,196	53.26%	34.13%
44.30	Interest Income	1,980	1,000	2,300	2,300	0.00%	130.00%
46.30	Admin Fees	-	-	119	-	-100.00%	
	Total Impact Fees - Storm Drainage Revenue	130,768	126,400	112,166	170,496	52.00%	34.89%
274.000.00	Facility Impact Fees - Gen Gov.Non-Departmental.Non-Division						
	IMPACT FEES - GENERAL GOVERNMENT FUND						
42.50	Developer Impact Fees	152,233	128,700	112,513	172,628	53.43%	34.13%
44.30	Interest Income	4,198	1,500	5,700	2,000	-64.91%	33.33%
46.30	Admin Fees	-	-	129	-	-100.00%	
	Total Impact Fees - General Government Fund Revenue	156,431	130,200	118,342	174,628	47.56%	34.12%
	TOTAL FACILITY IMPACT FEES REVENUE	319,592	335,600	300,000	450,000	50.00%	34.09%

**TRAFFIC IMPACT FEES FUND REVENUE
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET**

270.000.00 Traffic Impact Fees Fund.Non-Departmental.Non-Division							
ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
TRAFFIC IMPACT FEES FUND							
42.50	Developer Impact Fees	720,866	845,000	900,000	1,000,000	11.11%	18.34%
42.51	NVC AB1600 Mitigation Fees	109,867	5,000	-	-	0.00%	-100.00%
44.20, 44.30	Interest Income	19,724	20,000	59,000	60,000	1.69%	200.00%
47.32	Other Reimbursement Revenue	-	-	393,731	-	-100.00%	
TOTAL TRAFFIC IMPACT FEES FUND REVENUE		850,457	870,000	1,352,731	1,060,000	-21.64%	21.84%

**PARKING FUND REVENUE
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET**

501.000.00 Parking Fund.Non-Departmental.Non-Division

ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
	PARKING FUND						
43.10	Fines	54,415	65,000	35,000	65,000	85.71%	0.00%
43.11	Fines - DMV Hold	7,952	3,000	5,250	6,000	14.29%	100.00%
44.30	Interest Income	8,007	2,000	8,700	9,000	3.45%	350.00%
46.10	Parking Fees - Meter	730,620	650,000	730,000	730,000	0.00%	12.31%
46.12	Parking Fees - Employee Permit	13,210	10,000	12,500	12,500	0.00%	25.00%
47.30	Other Sources of Revenue	25	-	-	-	0.00%	
49.10	Transfer In (Snow Reimbursement)	24,978	20,000	36,000	22,000	-38.89%	10.00%
	TOTAL PARKING FUND REVENUE	839,206	750,000	827,450	844,500	2.06%	12.60%

**REDEVELOPMENT SUCCESSOR AGENCY FUND REVENUE
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET**

599.000.00 Successor Agency Fund.Non-Departmental.Non-Division							
ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
	REDEVELOPMENT SUCCESSOR AGENCY FUND						
40.11	Property Tax Revenue	803,200	689,167	757,822	750,000	-1.03%	8.83%
44.20, 44.30	Interest Income	8,024	1,200	10,000	10,000	0.00%	733.33%
45.80	Federal Bond Interest Subsidy	115,221	115,282	115,000	115,000	0.00%	-0.24%
47.11	Loan Interest Payment	9,484	-	9,637	9,792	1.61%	
47.30	Administrative Costs Reimbursement	251,000	250,000	250,000	250,000	0.00%	0.00%
	TOTAL REDEVELOPMENT SUCCESSOR AGENCY FUND REVENUE	1,186,929	1,055,649	1,142,459	1,134,792	-0.67%	7.50%

**SOLID WASTE FUND REVENUE
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET**

503.000.00 Solid Waste Fund.Non-Departmental.Non-Division

ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
SOLID WASTE FUND							
44.30	Interest Income	2,182	400	2,500	3,000	20.00%	650.00%
45.10	Intergovernmental Grant Revenue	17,441	112,254	112,254	35,000	-68.82%	-68.82%
45.70	Intergovernmental Funding	10,000	5,000	-	-	0.00%	-100.00%
46.75	Parcel Charges	3,402,175	3,463,953	3,289,985	4,079,901	24.01%	17.78%
46.76	Commercial Customer Admin Fee	13,272	14,664	11,000	14,625	32.95%	-0.27%
46.77	Education & Outreach Franchise Funding	-	-	-	75,188	0.00%	0.00%
TOTAL SOLID WASTE FUND REVENUE		3,445,070	3,596,271	3,415,739	4,207,714	23.19%	17.00%

**STREETS FUNDS REVENUE
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET**

ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
252.000.00	Measure V Road Maint. Fund.Non-Departmental.Non-Division						
	MEASURE V SALES TAX FUNDS						
41.10	Measure V Sales Tax	2,354,564	2,328,000	2,400,000	2,455,000	2.29%	5.46%
44.20, 44.30	Interest Income	19,735	15,500	29,000	20,000	-31.03%	29.03%
	Subtotal Measure V Sales Tax Fund Revenue	2,374,299	2,343,500	2,429,000	2,475,000	1.89%	5.61%
250.000.00	Gas Tax Fund.Non-Departmental.Non-Division						
	GAS TAX FUND						
45.41	Highway Use Tax §2105	90,914	95,394	93,733	93,153	-0.62%	-2.35%
45.42	Highway Use Tax §2106	128,959	62,411	130,157	129,365	-0.61%	107.28%
45.43	Highway Use Tax §2107	115,264	128,482	118,951	128,482	8.01%	0.00%
45.44	Highway Use Tax §2107.5	4,000	4,000	4,000	4,000	0.00%	0.00%
45.45	Highway Use Tax §2107 - Snow	1,336,879	1,674,692	1,767,860	1,518,739	-14.09%	-9.31%
45.50	Highway Use Tax R & T Code §7360	43,185	39,162	64,428	124,046	92.53%	216.75%
45.51	Road Maintenance & Rehab	-	93,000	92,278	287,080	211.10%	208.69%
45.52	SB1 Loan Repayment	-	-	18,394	-	-100.00%	0.00%
	Subtotal Gas Tax Fund Revenue	1,719,202	2,097,141	2,289,801	2,284,865	-0.22%	8.95%
210.000.00	Tahoe Donner TSSA Fund.Non-Departmental.Non-Division						
	TAHOE DONNER TSSA FUND						
44.20, 44.30	Interest Income	15,135	36,500	44,500	45,500	2.25%	24.66%
46.75	Parcel Charges	594,235	592,000	595,439	595,000	-0.07%	0.51%
	Subtotal Tahoe Donner TSSA Fund Revenue	609,370	628,500	639,939	640,500	0.09%	1.91%
211.000.00	Glenshire TSSA Funds.Non-Departmental.Non-Division						
	GLENSHIRE TSSA FUND						
44.20, 44.30	Interest Income	1,400	1,100	1,600	1,600	0.00%	45.45%
46.75	Parcel Charges	178,064	177,000	179,007	179,000	0.00%	1.13%
	Subtotal Glenshire TSSA Fund Revenue	179,464	178,100	180,607	180,600	0.00%	1.40%
212.000.00	Brickelltown Maintenance District.Non-Department.Non-Division						
	BRICKELLTOWN MAINTENANCE DISTRICT FUND						
44.20, 44.30	Interest Income	114	215	200	200	0.00%	-6.98%
46.75	Parcel Charges	75,979	71,898	72,040	73,481	2.00%	2.20%
	Subtotal Brickelltown Maintenance District Fund Revenue	76,092	72,113	72,240	73,681	1.99%	2.17%
	TOTAL STREETS FUNDS REVENUE	4,958,427	5,319,354	5,611,587	5,654,646	0.77%	6.30%

**MEASURE R SALES TAX FUND REVENUE
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET**

253.000.00 Measure R Trails Fund.Non-Departmental.Non-Division							
ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
	MEASURE R SALES TAX FUND						
41.10	Measure R Sales Tax	1,149,527	1,144,000	1,158,000	1,185,000	2.33%	3.58%
44.20, 44.30	Interest Income	6,892	15,000	16,000	19,000	18.75%	26.67%
	TOTAL MEASURE R SALES TAX FUND REVENUE	1,156,419	1,159,000	1,174,000	1,204,000	2.56%	3.88%

**PUBLIC TRANSIT FUND REVENUE
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET**

502.000.00 Transit Fund.Non-Departmental.Non-Division		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
ACCOUNT							
OPERATING REVENUE							
44.30	Interest Income	910	200	1,000	1,000	0.00%	400.00%
45.20	FTA - Section 5311	87,097	85,000	83,498	85,404	2.28%	0.48%
45.21	Local Transportation Fund (LTF)	379,600	448,075	582,328	471,588	-19.02%	5.25%
45.22	NCTC - CTSA Fund	22,771	23,583	23,547	24,820	5.41%	5.25%
45.23	State Transit Assistance (STA)	29,092	57,515	54,149	123,448	127.98%	114.64%
45.26	A4AA - NTTT Senior Shuttle - Operations	32,115	29,621	29,537	30,423	3.00%	2.71%
45.27	NV CO - Donner Summit Shuttle Contribution	14,724	16,068	16,068	16,429	2.25%	2.25%
45.28	FTA Section 5310 - Grant	150,000	227,112	227,112	234,098	3.08%	3.08%
45.31	LCTOP - Grant	15,850	-	21,754	-	-100.00%	
45.32	NSAQMD Grant	60,787	-	40,000	-	-100.00%	
46.80	Fare Box Receipts Retained	29,005	30,500	29,276	-	-100.00%	-100.00%
46.81	Donner Summit Shuttle Partner Contributions	82,040	84,434	85,782	88,781	3.50%	5.15%
47.30	Other Sources of Revenues	6,770	-	1,721	-	-100.00%	
47.34	Community Shuttle Funding	-	-	59,575	30,000	-49.64%	
48.10	Grays Crossing Annual Contribution	56,290	52,979	53,204	49,800	-6.40%	-6.00%
49.10	Transfers In - General Fund	-	116,750	46,551	108,400	132.86%	-7.15%
49.10	Transfers In - Air Quality Mitigation Fund	-	65,092	25,092	67,696	169.79%	4.00%
	Subtotal Operating Revenue	967,050	1,236,929	1,380,194	1,331,887	-3.50%	7.68%
CAPITAL REVENUE							
45.25	Prop 1B PTIMSEA - Grant	19,199	80,351	80,351	76,917	-4.27%	-4.27%
45.29	FTA Section 5339 - Grant	108,793	-	-	-	0.00%	
45.30	Cal OES - Grant	4,335	23,299	12,944	23,299	80.00%	0.00%
	Subtotal Capital Revenue	132,327	103,650	93,295	100,216	7.42%	-3.31%
	TOTAL PUBLIC TRANSIT FUND REVENUE	1,099,377	1,340,579	1,473,489	1,432,103	-2.81%	6.83%

Calculation of Revenue Requirement:							
89.00	Total Expenditures	1,157,155	1,324,733	1,273,610	1,401,438		
	Less Depreciation	(58,153)	(80,000)	(68,200)	(89,600)		
	Total Cash Expenditures	1,099,002	1,244,733	1,205,410	1,311,838	-	-
	Revenue Over/(Under) Cash Expenditures	376	95,846	268,080	120,265		

**AIR QUALITY MITIGATION FUND REVENUE
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET**

204.000.00 Air Quality Mitigation Fund.Non-Departmental.Non-Division

ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
	AIR QUALITY MITIGATION FUND REVENUE						
44.30	Interest Income	1,882	175	2,000	2,500	25.00%	1329%
42.40	Air Quality Mitigation Fee	4,335	525	47,000	500	-98.94%	-5%
	TOTAL AIR QUALITY MITIGATION FUND REVENUE	6,217	700	49,000	3,000	-93.88%	329%

**CAPITAL IMPROVEMENT PROJECTS FUNDING SOURCES
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET**

FUNDING SOURCE	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET
Affordable Housing In-Lieu Fund	50,000	50,000	1,700,000
AHSC Program Funds	1,532,361	-	-
Air Quality Mitigation Fund	15,000	13,400	15,000
AT&T	-	-	-
ATP Grant	904,069	904,069	-
Beverage Container Payment Program	-	-	5,000
Bond Financing	1,210,000	-	6,045,000
Book Sponsorships	28,000	-	-
Building & Safety Fund	8,000	7,657	-
CDBW Grant	246,532	-	250,000
COPS Fund	55,000	49,707	37,320
Developer Funding	605,000	5,000	280,000
Economic Development Design.	-	-	250,000
Event Sponsorships	-	-	23,000
Facilities Impact Fees - General Government	466,000	350,000	422,000
Facilities Impact Fees - Law Enforcement	234,000	175,000	125,000
Facilities Impact Fees - Storm Drainage	20,000	84,000	85,000
Facilities Improvement Designation	-	-	1,300,000
Federal HSIP Grant	5,000	5,000	600,000
General Fund	5,783,087	3,600,797	5,492,274
General Fund Housing Designation	1,170,000	50,000	1,220,000
Glenshire TSSA Fund	69,859	65,668	53,125
Measure R Sales Tax Fund	1,137,000	355,202	817,000
Measure V Sales Tax Fund	3,571,486	2,701,323	3,455,000
OES	-	338,826	-
Parking Fund	500,000	-	575,000
PEG Fund	15,000	20,000	4,500
Private Contributions	28,000	60,250	28,750
Road Maintenance & Rehab Acct	91,419	-	279,000
Road Maintenance Reserve	500,000	1,326,952	1,003,000
RSTP Funds	120,000	-	-
SB1 Grant	-	-	175,000
SB1 Programmatic Funding	-	-	137,780
SB1 Local Partnership Program	-	-	200,000
Solid Waste Fund	-	-	71,250
Streetscape Designation	-	-	1,000,000
Tahoe Donner TSSA Fund	357,967	108,763	1,381,000
Traffic Impact Fees Fund	3,279,600	2,210,147	1,474,144
Utility Reimbursement	50,000	200,900	850,000
Sub-total before Unfunded	\$ 22,052,380	\$ 12,682,661	\$ 29,354,143
Unfunded	-	-	1,100,000
Total Capital Improvement Projects Funding Sources	\$ 22,052,380	12,682,661	30,454,143

REVENUES
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET DETAIL

A description for each budgeted revenue account is below. If there are no other factors or outside calculations to consider, the budget for the revenue accounts listed below is estimated to increase at the same rate as the property tax (40.11).

<u>TAX REVENUE</u>	<u>BUDGET</u>
<u>40.11</u> <u>PROPERTY TAXES - SECURED CURRENT YEAR</u> - Taxes collected by Nevada County for secured property with a portion allocated to the Town. The projection is based on a 3.5% increase from the estimated actual for FY 17/18. This projection is provided by the Nevada County Chief Financial Officer.	\$ 10,830,315
<u>40.20</u> <u>PROPERTY TAXES - UNSECURED CURRENT YEAR</u> - Taxes collected by the County for unsecured personal property (i.e. boats) with a portion allocated to the Town. Budget based on the estimated collections in FY 17/18.	\$ 169,000
<u>40.25</u> <u>PROPERTY TAXES - UNSECURED PRIOR YEARS</u> - Taxes collected for prior fiscal years in the current year by the County for unsecured personal property (i.e. boats) with a portion allocated to the Town.	\$ 2,000
<u>40.30</u> <u>SUPPLEMENTAL - SECURED CURRENT YEAR</u> - Taxes collected by the County. These are additional taxes for the first year a property is owned. This amount is increasing due to turnover and an increase in new construction.	\$ 120,000
<u>40.61</u> <u>RPTTF - RDA SA RESIDUAL</u> - Expected ongoing residual revenue from the Redevelopment Property Tax Trust Fund (RPTTF) for the dissolution of the Redevelopment Agency that had previously been allocated to Redevelopment Successor Agency (RDA). This revenue source will continue to decrease as bond payments for the RDA increase.	\$ 90,000
<u>41.10</u> <u>SALES and USE TAXES</u> - 1% of the State Sales Tax levy collected from merchants on retail sales and taxable services transacted within the Town. Remit to the Town by the State of California (CA) Board of Equalization. In general, the Town is experiencing a slow down in the increases in sales tax collections in all areas. Revenue estimates are generated by an outside consultant.	\$ 4,197,000
<u>41.30</u> <u>TRANSIENT OCCUPANCY TAXES</u> - 10% tax on temporary occupancy (30 nights or less) of hotel, motel, vacation home, and other similar facilities by temporary residents or visitors. The Town continues to see annual increases in reported visitors and registrants under this program following the hiring of an auditing firm, Host Compliance to monitor rentals on vacation rental sites.	\$ 3,100,000
<u>41.50</u> <u>FRANCHISE TAXES</u> - This account provides for amounts received for special privileges granted by the Town and in some cases in permitting the continued use of public property for such activities as poles and lines for public utility. Franchisees include Southwest Gas Corporation, Suddenlink Cable, AT&T/Pacific Bell Telephone, Liberty Energy and Tahoe Truckee Sierra Disposal (TTSD). Franchise fees are negotiated as a percentage of revenue earned by the franchisees through contracts either with the Town directly as is the case with the TTSD or with the State of California as required by law. There was a change in the area upon which the franchise amounts are determined by Liberty Energy during FY 17/18 which is offsetting increases from other franchise holders.	\$ 1,050,000
<u>40.70</u> <u>REAL PROPERTY TRANSFER TAXES</u> - This tax is imposed on the transfer of real property. Counties are authorized to levy the tax at a rate of \$1.10 per \$1,000 of the sale value. The Town is then authorized to levy a tax at one-half the County rate.	\$ 250,000

REVENUES
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET DETAIL

<u>INTERGOVERNMENTAL REVENUE</u>	<u>BUDGET</u>
<u>45.80</u> <u>HOMEOWNER'S PROPERTY TAX RELIEF</u> - A grant of money or subvention from the State due to a legislative reduction of the property tax assessment base for owner-occupied residential properties.	\$ 98,000
<u>45.10</u> <u>GRANT REVENUE</u> - Grant revenue from the Spay Neuter grant; a grant for wellness activities from the Town's self-insured retention pool, PARSAC; and a grant from the Department of Justice for Bullet Proof Vests. Includes other miscellaneous grants that may arise during the year and are not otherwise accounted for.	\$ 13,000
<u>45.11</u> <u>PROPERTY TAX - IN-LIEU MVL TAX</u> - These funds are intended to partially offset reductions in the Motor Vehicle (MVL) In-Lieu revenue allocation to cities and counties as a result of various State Legislature amendments affecting local government sales tax collections.	\$ 1,550,000
<u>45.12</u> <u>MOTOR VEHICLE LICENSE FEES</u> - Fees collected by the state as a tax on ownership of a registered vehicle.	\$ 7,500
<u>45.13</u> <u>AQUATIC INVASIVE SPECIES PROGRAM GRANTS</u> - Grant revenue from the State of California (CA) to fund the aquatic invasive species program operations. A new grant application period opens in April of 2018 and the Town will be applying for funding totalling \$400,000 for operation costs and for planning, design and construction associated with the establishment and operation of a new watercraft inspection location. An allocation of \$250,000 of the anticipated grant revenue would be used on C1513 for design and construction. The remaining \$150,000 would be allocated to the operations budget over the next two years.	\$ 75,000
<u>45.40</u> <u>NVC PASS THRU PAYMENT</u> - Pass-through payment from Nevada County (NVC). This represents the amount that was traditionally "passed through" the county to the Town's Redevelopment Agency. Since the dissolution of the RA, this amount is now allocated to the Town.	\$ 63,000
<u>45.73</u> <u>WATER QUALITY MONITORING REIMBURSEMENT</u> - Funding provided by Proposition 84 Grant for consultant and engineering staff charges to work on water quality monitoring. As of FY 17/18, all funds have been expended.	\$ -
<u>45.75</u> <u>STATE MANDATED COSTS REIMBURSEMENT</u> - Partial reimbursement from the State for legislated programs that increase Town operating costs.	\$ 1,000
<u>45.90</u> <u>TTUSD - SRO REIMBURSEMENT</u> - Funding from the Tahoe Truckee Unified School District (TTUSD) for 50% of the budgeted cost of the School Resource Officer (SRO) in the Police Department. Increase due to increases in position costs as negotiated by employee groups.	\$ 80,500
 <u>OTHER REVENUE</u>	
<u>42.10</u> <u>ANIMAL LICENSES</u> - Town ordinance mandates the payment of a fee for licensing of a dog within the Town limits.	\$ 25,000

REVENUES
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET DETAIL

<u>OTHER REVENUE (cont'd)</u>	<u>BUDGET</u>
<u>46.05</u> <u>ANIMAL SERVICE - CONTRACT SERVICES</u> - The Town currently has agreements with Sierra County and Placer County to provide animal shelter services. This account reflects anticipated revenues to be received (currently \$250 per animal) pursuant to these agreements. 50% of the per animal fee collected from Placer County is transferred to the Humane Society of Truckee-Tahoe (HSTT). The reflected amount is net of the amounts sent to the HSTT.	\$ 15,000
<u>46.06</u> <u>ANIMAL SHELTER FEES and CHARGES</u> - This account provides for revenues received to reimburse the Town for actual costs incurred for housing animals taken to the local animal shelter facility. Also includes fees collected from Placer County residents for payment of shelter fees. The Town retains 100% of these fees as agreed upon in the operating agreement with Placer County.	\$ 18,000
<u>44.10</u> <u>INTEREST INCOME - COUNTY</u> - Interest earned on property taxes held by the County prior to the remittance of the taxes to the Town.	\$ 15,000
<u>44.20, 44.30</u> <u>INTEREST INCOME</u> - Represents interest earned on the Town's bank deposits and investments, allocated based on fund balances. The Town has experienced a favorable rate of return on the Town's pooled cash fund held with the Local Agency Investment Fund (LAIF) and is therefore projecting an increase in interest income.	\$ 300,000
<u>47.50</u> <u>TOWN HALL TENANT LEASE REVENUE</u> - Areas of Town Hall and the Riverview Yard are being leased to Sierra Business Council, Truckee-North Tahoe Transit Management Association, and Paratransit Services. Increase reflects new leases which began on April 1st, 2018 with the Chamber of Commerce and CalTrans.	\$ 288,164
<u>47.51</u> <u>DEPOT TENANT LEASE REVENUE</u> - Space is currently being leased to the Truckee Donner Chamber of Commerce and Mountain Arts Collective. Decrease in FY18/19 reflects the move by the Chamber of Commerce out of the Depot location and into recently renovated space in Town Hall. Some of the decrease is offset by expected revenue from a new tenant. The budget for FY 18/19 includes six months from the potential new tenant.	\$ 26,495
<u>42.30</u> <u>WATERCRAFT INVASIVE SPECIES INSPECTION FEE</u> - Fees collected for invasive species inspections from users launching water vessels on Donner Lake.	\$ 25,000
<u>43.05</u> <u>COURT FINES</u> - Revenues in this account come from fines and forfeitures levied by the courts.	\$ 150,000
<u>45.76</u> <u>POST REIMBURSEMENT</u> - Provides for funds received to reimburse the Town for State of CA Police Officer Standard Training (POST) costs.	\$ 10,000
<u>46.40</u> <u>SPECIAL POLICE DEPARTMENT SERVICES</u> - Represents live scan fees for fingerprinting and report services. Also includes impound fee revenue, restitution, court time reimbursement, and abandoned property revenue.	\$ 60,000
<u>46.41</u> <u>POLICE DEPARTMENT SPECIAL EVENT REIMBURSEMENTS</u> - Represents reimbursements to the Town for the cost of police services provided by Town police officers at special events.	\$ 15,000

REVENUES
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET DETAIL

<u>OTHER REVENUE (cont'd)</u>	<u>BUDGET</u>
<u>46.42</u> <u>ABANDONED VEHICLE ABATEMENT REIMBURSEMENT</u> - Provides for reimbursement of Town expenses for abatement of abandoned vehicles from public and private property received through a county-wide joint powers authority. Funds are collected through vehicle license registration. These funds provide for the administration of the program as well as the towing fees.	\$ 5,000
<u>42.28</u> <u>ENGINEERING FEES - PLAN CHECK</u> - Provides funds from applicants to reimburse the Town for the cost of Engineering services directly related to Plan Check. The Town expects increased development interest over the next couple of years, specifically in commercial development but has budgeted for plan check fees conservatively since the timing of projects is not definitive.	\$ 150,000
<u>46.25</u> <u>CAPITAL LABOR CHARGE</u> - Charges for services of Engineering staff working on various capital improvement projects, funded by Impact Fees, Measure R Sales Tax, Measure V Sales Tax and other non-General Fund sources.	\$ 200,000
<u>46.30</u> <u>IMPACT ADMINISTRATION FEES</u> - Provides for a transfer of traffic impact fees (AB1600) based on actual staff time. Costs are allocated based on specific project Nexus calculations. Transfer to offset General Fund expenditures related to the specific development impact projects.	\$ 10,000
<u>46.28</u> <u>CAPITAL LABOR CHARGE - ROAD MAINTENANCE</u> - Charges for services of Public Works Road Maintenance Division staff working on various capital improvement projects, funded by impact fees, Measure R Sales Tax, Measure V Sales Tax and other non-General Fund sources. FY 18/19 will be the second year the Road Maintenance Division's staff costs are broken out separately. Staff is still working to establish ongoing budget levels.	\$ 25,000
<u>46.50</u> <u>PUBLIC WORKS SERVICE CHARGES - SNOW REMOVAL</u> - Provides for the following:	\$ 115,000
- Reimbursement from Placer County for contracted snow removal on specified Placer County roads that are adjacent or only accessible via roads maintained by the Town.	\$ 40,000
- Reimbursement from Nevada County for contracted snow removal on specified Nevada County roads that are adjacent or only accessible via roads maintained by the Town. This contract was added during FY 17/18.	\$ 40,000
- Reimbursement for snow removal and off-haul from downtown parking spaces within the Town's Parking District. Increase reflects snow removal and off haul from the additional service area located in the Brickelltown Maintenance District. This amount is funded by the Parking Fund.	\$ 35,000
<u>46.51</u> <u>PUBLIC WORKS SERVICE CHARGES - ROAD MAINTENANCE</u> - Reflects reimbursement to Public Works for invoiced labor, vehicle and/or equipment costs associated with community special events and maintenance of the Parking District's parking lots.	\$ 10,000
<u>46.52</u> <u>PUBLIC WORKS SERVICE CHARGES - FLEET MAINTENANCE</u> - Reflects reimbursement to the General Fund for labor and vehicle parts costs incurred by the Public Works Fleet Maintenance Division in performing maintenance on the Truckee Fire District's fleet.	\$ 25,000

REVENUES
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET DETAIL

OTHER REVENUE (cont'd)**BUDGET**

<u>46.31</u>	<u>SPECIAL EVENTS FEES</u> - Fees collected for special event applications (\$243 each). Fees collected for reimbursement of Town expenses are reflected in Public Works Maintenance, Police, and Parking specific revenue accounts. The fee to apply for a special event permit increased to \$243 during FY 17/18 with a revamp of the entire special event process.	\$ 41,572
<u>46.90</u>	<u>OTHER CURRENT SERVICE CHARGES</u> - Fees collected for document copies, records requests, supplies necessary for the fulfilment of a public records request and similar services. Also accounts for the amounts retained by the Town's for the administration of the Truckee Tourism Business Improvement District (TBID) collection. The Town collects a 2% assessment on short-term rentals on behalf of the TBID that is remit to the Truckee Chamber of Commerce for management.	\$ 8,000
<u>47.04</u>	<u>CHANNEL 6 SUBSCRIBER CONTRIBUTION</u> - Public Education and Government Access (PEG) television fees are established by the State of CA Franchise agreement as 1% of the franchisees' revenues and are collected to support local cable television programming. 70% of the PEG collections are passed through to Tahoe Truckee Community Television, the Town's provider of public access television. The budget for this pass thru expense is located in the General Government section of this budget. The remaining 30% of the PEG collections are allocated to the PEG Access Fund.	\$ 55,000
<u>47.05</u>	<u>DOWNTOWN NEWSRACK LEASE REVENUE</u> - Revenue collected for leases of downtown news racks to various print news publishers (\$60 per box per year).	\$ 4,000
<u>47.30</u>	<u>MISCELLANEOUS REVENUE</u> - Provides for miscellaneous income not otherwise provided for such as candidate statement fees, garnishment fees, agenda subscriptions, and returned check fees.	\$ 1,000
<u>47.33</u>	<u>PERS NBPC REFUNDS</u> - The FY 17/18 estimated actual provides for a reimbursement from California Public Employees Retirement System (CalPERS) for a change in the way the agency classified the Town's non-base pay compensation (NBPC). In the past CalPERS, had allowed the Town to classify NBPC as wages, but this classification was reversed after a recent review. As part of this reversal, CalPERS agreed to refund the Town all contributions that were paid on the NBPC amounts.	\$ -
<u>47.60</u>	<u>SALES OF EQUIPMENT/PROPERTY</u> - Provides for the proceeds received from the sale or trade-in of Town surplus property. Please see the Fleet Replacement Summary page for details on the expected trade-in values of surplus equipment.	\$ 122,500

INTERFUND TRANSFERS

<u>46.26</u>	<u>TRANSFER OF ADMIN OVERHEAD CHARGES</u> - Reimbursement from the enterprise funds (Building, Parking, and Solid Waste) and the fiduciary fund (the RDA) for administrative support provided by the General Fund to those departments. Increase due to additional staff costs distributed to Administrative Services , higher capital project charges for the IT CIP 0105 due to the results of the IT Strategic Plan, and additional staffing in some of the enterprise funds.	\$ 473,717
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REVENUES
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET DETAIL

INTERFUND TRANSFERS (cont'd)**BUDGET**

<u>47.70</u>	<u>TRANSIT SHELTER MAINTENANCE</u> - Charge to the transit fund for Facilities Maintenance time spent maintaining transit shelters. Decrease due to actual costs incurred in prior years, as well as anticipated reduction in maintenance costs due to the replacement of one of the Town's transit shelters (see the Town's Five-Year Capital Improvement Project Budget for more details).	\$ 4,250
<u>49.10</u>	<u>TRANSFERS IN</u> - Transfers into the General Fund:	\$ 2,127,593
	- Glenshire TSSA Fund: Reimbursement for snow removal services provided on roads not yet accepted as Town roads in the Cambridge Estates subdivision.	\$ 5,000
	- Measure R Sales Tax Fund (Trails): Funds transferred for reimbursement of 75% of the General Fund Trails division non-capital expenditures and 100% of the division's capital expenditures.	\$ 141,509
	- Brickelltown Maintenance District Fund: Administrative cost reimbursement to the General Fund for administration of the Brickelltown Maintenance District. Increased based on a CPI index, which has to be approved by Council.	\$ 5,299
	- Gas Tax Fund (Streets Revenue): See Streets Revenue for detailed information regarding the Gas Tax Revenue.	\$ 1,975,785

COMMUNITY DEVELOPMENT – BUILDING and SAFETY

<u>42.20</u>	<u>BUILDING PERMIT FEES</u> - Fees charged to defray the cost of inspecting building construction to assure compliance with Town building codes and applicable standards. Increase in revenue to account for anticipated permits associated with recent planned development approvals.	\$ 1,160,000
<u>42.21</u>	<u>PLAN CHECK</u> - A fee paid at the time an application is submit to defray the cost of permit intake and Building and Safety Division plan review. Increase in revenue to account for anticipated permits associated with recent planned development approvals.	\$ 500,000
<u>42.22</u>	<u>ENERGY PLAN CHECK</u> - A separate energy fee equal to 15% of the building permit fee collected on projects that include work on the building envelope or when commercial lighting is included in the building permit fee. Increase due to previous years' collections.	\$ 35,000
<u>42.23</u>	<u>FIRE ADMINISTRATIVE FEE</u> - A portion of the Fire District impact fee returned to the Building and Safety Division to defray the cost of collecting the fee.	\$ 7,500
<u>42.24</u>	<u>RECORD RETENTION</u> - A fee charged as part of building permits that defrays the direct costs of imaging building permits and plans to permanently retain file information.	\$ 15,000
<u>42.25</u>	<u>PARK and REC ADMINISTRATIVE FEE</u> - A portion of the Park and Recreation District impact fee returned to the Building and Safety Division to defray the cost of collecting the fee.	\$ 7,500
<u>42.26</u>	<u>STREET ADMINISTRATION</u> - A portion of the traffic impact fees retained by the Building and Safety Division to defray the cost of collecting the fee.	\$ 3,500

REVENUES
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET DETAIL

<u>COMMUNITY DEVELOPMENT – BUILDING and SAFETY (cont'd)</u>		<u>BUDGET</u>
<u>42.27</u>	<u>ENCROACHMENT</u> - <u>BUILDING</u> - The portion of the encroachment fee retained by the Building and Safety Division for permit issuance and inspection services.	\$ 5,000
<u>43.30</u>	<u>CODE COMPLIANCE</u> - Projected revenue from fines and judgments that reimburse the staff costs associated with code compliance. This is equal to 1/2 of all code compliance revenue collected by the Town.	\$ 8,000
<u>44.20, 44.30</u>	<u>INTEREST INCOME</u> - Represents interest earned on the Town's bank deposits and investments, allocated based on fund balances. The Town has experienced a favorable rate of return on the Town's pooled cash fund held with the Local Agency Investment Fund (LAIF) and is therefore projecting an increase in interest income.	\$ 14,000
<u>46.30</u>	<u>ADMIN FEES</u> - Fees charged to offset cost of processing traffic and facility impact permits.	\$ 5,000
<u>47.30</u>	<u>OTHER REVENUE</u> - Provides for fees charged on Building and Safety Division services not accounted for in any other category. For example, administrative fees retained by the Town for processing Seismic and other state required reports.	\$ 1,500
<u>COMMUNITY DEVELOPMENT – PLANNING</u>		
<u>43.30</u>	<u>CODE COMPLIANCE</u> - Projected revenue from fines and judgments that reimburse the staff costs associated with code compliance. This is equal to 1/2 of all code compliance revenue collected by the Town.	\$ 8,000
<u>42.21</u>	<u>PLAN PROCESSING FEES</u> - Fees collected from owners and developers for planning services performed by the Community Development Department. The Planning Division is projecting a decrease in revenue for FY 18/19 due to a greater portion of staff time spent on the General Plan Update, as budgeted in the CIP Budget (C1903) and over projection of revenue from the previous year. Please see the Community Development Planning Division description page for further details.	\$ 175,000
<u>IMPACT FEES FUND - FACILITIES</u>		
<u>42.50</u>	<u>DEVELOPER IMPACT FEES</u> - Fees charged on the issuance of building permits to provide for the expansion of the capacity of existing or needed infrastructure caused by development growth, consistent with the Traffic Impact Fee Program. Projected revenues assume that building permits for a large approved commercial building will be issued in FY 18/19.	\$ 442,600
<u>44.30</u>	<u>INTEREST INCOME</u> - Represents interest earned on the Town's bank deposits and investments, allocated based on fund balances. The Town has experienced a favorable rate of return on the Town's pooled cash fund held with the Local Agency Investment Fund (LAIF) and is therefore projecting an increase in interest income.	\$ 7,400

REVENUES
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET DETAIL

IMPACT FEES FUND - TRAFFIC**BUDGET**

<u>42.50</u>	<u>DEVELOPER IMPACT FEES</u> - Fees charged on the issuance of building permits to provide for the expansion of the capacity of existing or needed infrastructure caused by development growth. Projected revenues assume that building permits for a large approved commercial building will be issued in the 18/19 fiscal year.	\$ 1,000,000
<u>44.20, 44.30</u>	<u>INTEREST INCOME</u> - Represents interest earned on the Town's bank deposits and investments, allocated based on fund balances. The Town has experienced a favorable rate of return on the Town's pooled cash fund held with the Local Agency Investment Fund (LAIF) and is therefore projecting an increase in interest income.	\$ 60,000
<u>47.32</u>	<u>OTHER REIMBURSEMENT REVENUE</u> - The estimated actual amount is refund from CalTrans for unused funding the Town contributed to a collaborative project that constructed the SR267 bypass.	\$ -

PARKING FUND

<u>43.10</u>	<u>FINES</u> - Fines or forfeited bail for infractions of the vehicle code. Budgeted increase reflects higher patrol hours provided by the proposed Police Aide (see the Public Safety Parking Division expense budget for more details).	\$ 65,000
<u>43.11</u>	<u>FINES - DMV HOLD</u> - The Town's unpaid parking tickets issued to California (CA) registered vehicles are sent to CA Department of Motor Vehicles (DMV) for a fee of \$3 per ticket after an internal collection effort by the Parking Division has occurred. The DMV collects the parking fine as part of the vehicle registration process and sends the collected revenue to the Parking District. The collected fines include late fees as calculated by the Parking Division (see expenditure account 6384 in the Parking Division section of this budget for related fees).	\$ 6,000
<u>44.30</u>	<u>INTEREST INCOME</u> - Represents interest earned on the Town's bank deposits and investments, allocated based on fund balances. The Town has experienced a favorable rate of return on the Town's pooled cash fund held with the Local Agency Investment Fund (LAIF) and is therefore projecting an increase in interest income.	\$ 9,000
<u>46.10</u>	<u>PARKING FEES - METER</u> - Revenues provided from paid parking via parking meters. Increase reflects actual meter collections in prior years.	\$ 730,000
<u>46.12</u>	<u>PARKING FEES - EMPLOYEE PERMIT</u> - Revenues from the purchase of employee parking permits. Increase reflects actual meter collections in prior years.	\$ 12,500
<u>49.10</u>	<u>TRANSFERS IN - SECTION 2107 - SNOW</u> - Reimbursement from the State of CA for eligible snow removal costs. For the Town Parking District, this is equal to 1/2 of the cost to repay the General Fund for snow removal in Parking District parking lots.	\$ 22,000

REDEVELOPMENT SUCCESSOR AGENCY

<u>40.11</u>	<u>PROPERTY TAXES</u> - Property taxes collected by the County and distributed per AB 1X 26 for approved Redevelopment Successor Agency (RDA) Recognized Obligation Payment Schedule (ROPS) expenditures.	\$ 750,000
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**REVENUES
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET DETAIL**

REDEVELOPMENT SUCCESSOR AGENCY (cont'd)**BUDGET**

<u>44.20, 44.30</u>	<u>INTEREST INCOME</u> - Interest earned on RDA bond funds. The budget for FY 18/19 includes an the expected increase in interest available in the bond market.	\$ 10,000
<u>47.11</u>	<u>LOAN INTEREST PAYMENT</u> - Provides for the interest accrual amounts on the outstanding loans due to the RDA.	\$ 9,792
<u>45.80</u>	<u>FEDERAL BOND INTEREST SUBSIDY</u> - Interest subsidy received on the 2010 RDA bond issuance.	\$ 115,000
<u>47.30</u>	<u>ADMINISTRATIVE COSTS REIMBURSEMENT</u> - Legislatively allowed reimbursement of costs to administer the RDA which are reimbursed by the County, in relation to the wind-down activities of the RDA.	\$ 250,000

SOLID WASTE FUND

<u>44.30</u>	<u>INTEREST INCOME</u> - Represents interest earned on the Town's bank deposits and investments, allocated based on fund balances. The Town has experienced a favorable rate of return on the Town's pooled cash fund held with the Local Agency Investment Fund (LAIF) and is therefore projecting an increase in interest income.	\$ 3,000
<u>45.10</u>	<u>INTERGOVERNMENTAL GRANT REVENUE</u> - Grant revenue for various solid waste and recycling programs. See the Solid Waste division expenditure section of this budget for more detail.	\$ 35,000
<u>46.75</u>	<u>PARCEL CHARGES</u> - Provides for parcel charge revenues assessed for solid waste collection as collected by Nevada County and passed through to the Town with the Town's property taxes.	\$ 4,079,901
<u>46.76</u>	<u>COMMERCIAL CUSTOMER ADMIN FEE</u> - Provides for revenues generated from commercial solid waste customers for solid waste collection service program administration. Collected by the solid waste hauler and passed through to the Town on a quarterly basis.	\$ 14,625
<u>46.77</u>	<u>EDUCATION & OUTREACH FRANCHISE FUNDING</u> - Provides for amounts collected from the Town's solid waste hauler pursuant to the recently negotiated Solid Waste contract. The amounts are to be used to offset the expenses incurred to provide public education and outreach, compliance monitoring, and to enforce the Franchise agreement. Specifically, this revenue source will be used to offset the cost of staffing an Administrative Technician within the Solid Waste department.	\$ 75,188

STREET REVENUES

<u>41.10</u>	<u>MEASURE "V" SALES TAX</u> - 1/2 cent sales tax collected as a result of the Measure "V" election which went into effect on January 1, 2009. The Funds generated from this source shall be used exclusively for the maintenance, repair, reconstruction, and improvement of Town roads and for no other purpose. Maintaining roads shall include activities such as slurry seal, pavement overlays, grind and reconstruction, and other similar treatments as determined by the Town Council. As funding permits, the funds may also be used to improve existing roadways including widening of shoulders for safety and the inclusion of bicycle and pedestrian facilities within the roadway right-of-way, and associated safety and drainage improvements.	\$ 2,455,000
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REVENUES
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET DETAIL

<u>STREET REVENUES (cont'd)</u>	<u>BUDGET</u>
<u>44.20, 44.30</u> <u>MEASURE "V" INTEREST INCOME</u> - Represents interest earned on the Town's bank deposits and investments, allocated based on fund balances. The Town has experienced a favorable rate of return on the Town's pooled cash fund held with the Local Agency Investment Fund (LAIF) and is therefore projecting an increase in interest income.	\$ 20,000
<u>45.41</u> <u>HIGHWAY USE TAX SECTION 2105</u> - Funds received from the State which are derived from a charge on each gallon of gasoline sold and allocated to the Town on a per-capita basis to be used for maintenance of Town streets. Authorized by Proposition 111. Revenue estimates are provided by the California Department of Finance (DOF) as part of the draft State of CA budget.	\$ 93,153
<u>45.42</u> <u>HIGHWAY USE TAX SECTION 2106</u> - State funds received from the sale of gasoline throughout the State which may only be expended for select system construction or maintenance. Revenue estimates are provided by the DOF as part of the draft State of CA budget.	\$ 129,365
<u>45.43</u> <u>HIGHWAY USE TAX SECTION 2107</u> - Funds received from the State which are derived from a charge on each gallon of gas sold throughout the State and allocated to the Town on a per-capita basis for maintenance or construction of Town streets. Revenue estimates are provided by the DOF as part of the draft State of CA budget.	\$ 128,482
<u>45.44</u> <u>HIGHWAY USE TAX SECTION 2107.5</u> - State funds received from the sale of gasoline throughout the State which may only be expended for engineering costs and administrative expenses with respect to Town streets. Revenue estimates are provided by the DOF as part of the draft State of CA budget.	\$ 4,000
<u>45.45</u> <u>HIGHWAY USE TAX SECTION 2107</u> - <u>SNOW</u> - State reimbursement for 50% of the costs incurred by the Town for snow removal on all public streets. Funding is provided based on prior year snow removal costs (i.e. collections for FY 18/19 are based on FY 16/17 snow removal costs).	\$ 1,518,739
<u>45.50</u> <u>HIGHWAY USE TAX REVENUE and TAXATION CODE SECTION 7360</u> - California Legislature passed ABx8 6 and ABx8 9 in March of 2010 authorizing Revenue and Taxation (R & T) code 7360. Effective July 1, 2010, R & T Code 7360 replaces Proposition 42 funding with an increase in gasoline excise tax and diesel sales taxes. Revenue estimates are provided by the DOF as part of the draft State of CA budget.	\$ 124,046
<u>45.51</u> <u>ROAD MAINTENANCE AND REHABILITATION</u> - Provides for expected revenue to be generated by SB1 Beall Transportation Act funding which passed the California Senate in April of 2017. This revenue source is restricted for use on projects dedicated to road maintenance or rehabilitation. There is a maintenance of effort calculation that must be completed annually to show that the Town is committing similar levels of General Fund money to this effort as prior to the passing of this bill. Revenue estimates are provided by the DOF as part of the draft State of CA budget.	\$ 287,080

REVENUES
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET DETAIL

STREET REVENUES (cont'd)**BUDGET**

<u>44.20, 44.30</u>	<u>TAHOE DONNER TOWN SPECIAL SERVICE AREAS - INTEREST INCOME</u> - Represents interest earned on the Town's bank deposits and investments, allocated based on fund balances. The Town has experienced a favorable rate of return on the Town's pooled cash fund held with the Local Agency Investment Fund (LAIF) and is therefore projecting an increase in interest income.	\$ 45,500
<u>46.75</u>	<u>TAHOE DONNER TOWN SPECIAL SERVICE AREAS - PARCEL CHARGES</u> - Provides for parcel charge revenues assessed on properties within the Tahoe Donner Town Special Service Area (TSSA) for road maintenance, trails, and/or snow removal purposes. This revenue sources remains at a consistent level unless new properties are added to the service area.	\$ 595,000
<u>44.20, 44.30</u>	<u>GLENSHIRE TOWN SPECIAL SERVICE AREAS - INTEREST INCOME</u> - Represents interest earned on the Town's bank deposits and investments, allocated based on fund balances. The Town has experienced a favorable rate of return on the Town's pooled cash fund held with the Local Agency Investment Fund (LAIF) and is therefore projecting an increase in interest income.	\$ 1,600
<u>46.75</u>	<u>GLENSHIRE TOWN SPECIAL SERVICE AREAS - PARCEL CHARGES</u> - Provides for parcel charge revenues assessed on properties within the Glenshire TSSA for road maintenance, trails, and/or snow removal purposes. This revenue sources remains at a consistent level unless new properties are added to the service area.	\$ 179,000
<u>44.20, 44.30</u>	<u>BRICKELLTOWN MAINTENANCE DISTRICT - INTEREST INCOME</u> - Represents interest earned on the Town's bank deposits and investments, allocated based on fund balances. The Town has experienced a favorable rate of return on the Town's pooled cash fund held with the Local Agency Investment Fund (LAIF) and is therefore projecting an increase in interest income.	\$ 200
<u>46.75</u>	<u>BRICKELLTOWN MAINTENANCE DISTRICT - PARCEL CHARGES</u> - Provides for parcel charge revenues assessed on properties within the maintenance district for maintenance of Brickelltown street scaping. This parcel charge can be increased by a CPI index, approval by the Town Council, on an annual basis.	\$ 73,481

MEASURE R SALES TAX FUND (TRAILS) REVENUES

<u>41.10</u>	<u>MEASURE "R" SALES and USE TAXES</u> - 1/4 cent sales tax collected as a result of the Measure "R" election that went into effect in January of 2015. The funds generated from this source shall be used exclusively for the maintenance, repair, reconstruction, improvement and construction of trail systems and no other purposes. Trail maintenance shall include activities such as slurry seal of paved trails, maintenance of fencing along trailways, replacement of dog-waste removal bags, emptying of trailside garbage cans, and snow removal on some high-traffic trails. As funding permits, the funds may also be used to construct new trail systems.	\$ 1,185,000
<u>44.30</u>	<u>INTEREST INCOME</u> - Represents interest earned on the Town's bank deposits and investments, allocated based on fund balances. The Town has experienced a favorable rate of return on the Town's pooled cash fund held with the Local Agency Investment Fund (LAIF) and is therefore projecting an increase in interest income.	\$ 19,000

REVENUES
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET DETAIL

<u>TRANSIT REVENUES</u>	<u>BUDGET</u>
<u>OPERATING REVENUES</u>	
<u>44.30</u> <u>INTEREST INCOME</u> - Represents interest earned on the Town's bank deposits and investments, allocated based on fund balances. The Town has experienced a favorable rate of return on the Town's pooled cash fund held with the Local Agency Investment Fund (LAIF) and is therefore projecting an increase in interest income.	\$ 1,000
<u>45.20</u> <u>FTA - SECTION 5311</u> - Federal Transit Administration (FTA) grant funding administered by Caltrans for operational and capital funding associated with the transit program. Funding allocations are based on population.	\$ 85,404
<u>45.21</u> <u>LOCAL TRANSPORTATION FUND (LTF)</u> - Transportation Development Act (TDA) funds, administered by the Nevada County Transportation Commission (NCTC), are allocated based on population and can be used for capital projects or operational expenses of the transit program. This figure also includes deferred LTF revenue carried over from prior year. Staff proposes to use this revenue for operations.	\$ 471,588
<u>45.22</u> <u>NCTC - CTSA FUND</u> - The Nevada County Transportation Commission (NCTC) Consolidated Transportation Services Agency (CTSA) funds will cover operating costs to provide intracommunity public transit and paratransit services, transportation services exclusively used by the elderly and persons with disabilities, capital projects including the purchase of vehicles and equipment, or local match for transit related grant funds. Allocation of funds is based on population and must be agreed upon by all Nevada County recipients. Staff proposes to use this revenue for operations.	\$ 24,820
<u>45.23</u> <u>STATE TRANSIT ASSISTANCE (STA)</u> - Funds available based on allocation estimates from the State Controller's Office, administered by the NCTC, and used for operational costs associated with the transit program.	\$ 123,448
<u>45.26</u> <u>A4AA NTTT SENIOR SHUTTLE GRANT</u> - Area 4 Agency on Aging (A4AA) grant funding to support the North Tahoe Truckee Transport (NTTT) senior shuttle that provides out-of-area non-emergency medical trips. The original funding for this program was awarded in FY 14/15 and was distributed over three fiscal years. The Town and Tahoe Transportation District were awarded an additional four years of grant funding to support services in FY 17/18 through FY 20/21.	\$ 30,423
<u>45.27</u> <u>NV CO - DONNER SUMMIT SHUTTLE CONTRIBUTION</u> - This funding source is provided by Nevada County (NV CO) to operate service in unincorporated Eastern Nevada County on Donner Summit. The service on Donner Summit is provided through the Town's winter shuttle. The funding apportionment is based on population within the described region.	\$ 16,429
<u>45.28</u> <u>FTA SECTION 5310 - GRANT</u> - FTA competitive grant (\$702,506) to fund operations of the Dial-A-Ride (DAR) service that is provided outside the ¼ mile ADA corridor and in areas of Truckee not served by the fixed route. The grant also funds the new demand response Sunday service operating during the non-winter months that began in March of 2018. The grant funds three years of operations from FY 17/18 through FY 19/20. The Town was a grant recipient in FY 15/16 and FY 16/17, and in prior years Transportation District Act funding supported the DAR service.	\$ 234,098

REVENUES
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET DETAIL

TRANSIT REVENUES (cont'd)**BUDGET****OPERATING REVENUES (cont'd)**

<u>46.80</u>	<u>FARE BOX RECEIPTS RETAINED</u> - A high priority in the Short-Range and Long-Range Transit Plans is providing a fare-free transit service. This budget reflects implementation of this priority beginning in FY 18/19. Free fares will be offered on the Fixed Route service and on the DAR for ADA eligible clients. All other DAR passengers will be required to pay the standard fare. See the Transit Division section of this budget for a full description of this change.	\$	-
<u>46.81</u>	<u>DONNER SUMMIT SHUTTLE PARTNER CONTRIBUTIONS</u> - Represents funding received from external partners to operate a shuttle to transport employees and skiers between Truckee and the Donner Summit ski resorts, funded by the Donner Summit ski resorts and Placer County. The Town also contributes \$30,000 towards the operation of these services, funded as part of the Transit Division budget.	\$	88,781
<u>47.34</u>	<u>COMMUNITY SHUTTLE FUNDING</u> - Provides for collections from outside entities providing funding for community shuttles for Truckee Thursdays, July 4th, and the week between Christmas and New Year's Eve.	\$	30,000
<u>48.10</u>	<u>GRAYS CROSSING ANNUAL CONTRIBUTION</u> - As defined in the development agreement with Grays Crossing Homeowners Association, the funds collected are to be used for transportation services to the Grays Crossing development. For FY 12/13 through FY 17/18, the baseline contribution was increased each year according to a Consumer Price Index (CPI) adjustment. Starting in FY 18/19, the contribution decreases by \$5,000 per year.	\$	49,800
<u>49.10</u>	<u>TRANSFERS IN</u> - Represents General Fund support for the special event shuttles and for the Air Quality Mitigation Fund support for a partnership with Placer County and the Airport District for Hwy 267 non-winter service. Planned shuttles would be provided to Truckee Thursdays, the July 4th parade, and during the week between Christmas and New Year's Eve. The General Fund contribution decreases proportionate with private contributions Town staff is able to secure to support the community shuttle program. During FY 17/18, the Town was able to secure a three-year commitment from the Truckee-Tahoe Airport board for \$30,000 per fiscal year. A portion of the Air Quality Mitigation Fund was earmarked the by Town Council in FY 15/16 to fund three years of operations of the Hwy 267 non-winter service. Staff secured new grant funding that supported the service in FY 16/17 and FY 17/18. Staff will seek additional grant funding to support the Hwy 267 service. This budget reflects funding support from the Air Quality Mitigation Fund until the earmarked amount has been fully expended. See the Air Quality Mitigation Fund summary page for more details.	\$	176,096
	- Transfers from General Fund.	\$	108,400
	- Transfers from the Air Quality Mitigation Fund.	\$	67,696

REVENUES
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET DETAIL

TRANSIT REVENUES (cont'd)**BUDGET****CAPITAL REVENUES**

<u>45.25</u>	<u>PROP 1B PTMISEA</u> - <u>GRANT</u> - The Proposition 1B Public Transportation Modernization, Improvement and Service Enhancement Account (PTMISEA) grant award was for \$466,383. It provides funding for transit-related capital projects such as bus replacements, technology additions (i.e. NextBus), transit infrastructure (i.e. shelters or benches), and other equipment (i.e. cameras). The estimated balance of grant funds going into FY 18/19 is \$76,916. The Town's portion of the grant funds must be expended by June of 2020.	\$ 76,917
<u>45.30</u>	<u>CAL OES</u> - <u>GRANT</u> - This is a programmatic funding opportunity through the California Governor's Office of Emergency Services (Cal OES) who administers the Highway Safety, Traffic Reduction, Air Quality and Port Security Bond Act of 2006. This funding source can be used for transit safety and security capital projects.	\$ 23,299

AIR QUALITY MITIGATION FUND REVENUES

<u>44.30</u>	<u>INTEREST INCOME</u> - Represents interest earned on the Town's bank deposits and investments, allocated based on fund balances. The Town has experienced a favorable rate of return on the Town's pooled cash fund held with the Local Agency Investment Fund (LAIF) and is therefore projecting an increase in interest income.	\$ 2,500
<u>42.40</u>	<u>AIR QUALITY MITIGATION FEE</u> - Mitigation fees for large projects to offset development-generated emissions at a specific particulate diameter (i.e. 10 micrometers or PM10). The budget for this revenue source is kept low as there is no way to predict revenue from this source.	\$ 500

REVENUES
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET DETAIL

CAPITAL IMPROVEMENT PROJECTS REVENUES**BUDGET**

Various revenues and/or grants have been applied for or are available to fund the Town's capital projects. The capital projects expenditures section includes individual project pages that describe the project and the project's funding sources. Staff attempts to use funding with a restricted purpose before moving to more generalized funding for capital projects. The funding priority list starts with attempts to procure grants, developer partnership funding or private contributions to cover the cost or a portion of the cost of a project. If no grants or outside funds are available, staff will attempt to use funds with restricted purposes such as the PEG Fund, Measure R Sales Tax Fund or the Tahoe Donner TSSA Fund. If those sources are not available or the project does not meet the criteria for use of a special revenue fund, staff will then look to designations and the general fund. In this way, staff is able to spread out the available funding to the most projects. The following is a summarized list of the various revenues anticipated for projects for FY 18/19.

Affordable Housing In-Lieu Fund - These funds are collected as part of developer applications fees and are \$ 1,700,000 designated for the express purpose of establishing or promoting affordable housing in Truckee.

Air Quality Mitigation Fund - These funds are collected during the building permitting process and must be used \$ 15,000 to offset the Town's emissions. Uses for FY 18/19 are for the Woodstove Rebate Program.

Beverage Container Payment Program - These funds from CalRecycle are administered to programs that \$ 5,000 enhance beverage container recycling.

Bond Financing - The Town intends to issue bonds to fund the construction of a Public Service Center garage. The \$ 6,045,000 ongoing yearly bond payments would be the obligation of the General Fund.

Book Sponsorships - The Town intends to seek sponsorships from agencies throughout Town to recoup the costs \$ - associated with printing a 25th anniversary history book about Truckee.

CDBW Grant - California Department of Boating Waterways (CDBW) grant for the capital expenditures related to \$ 250,000 the aquatic invasive species boating inspection program.

COPS Fund - Citizens Option for Public Safety (COPS) Fund is money from a state fund allocated by the State of \$ 37,320 California (CA) Controller for use by front-line law enforcement.

Developer Funding - These funds represent private developers' contributions to various projects. \$ 280,000

Economic Development Designation - General Fund money designated by the Town Council for projects \$ 250,000 associated with economic development within the Town.

Event Sponsorships - The Town intends to seek sponsorships from agencies throughout Town to recoup the costs \$ 23,000 associated with putting on a 25th Anniversary celebration.

Facility Impact Fees Funds - These funds are collected as charges for impacts on town services collected as part of \$ 632,000 the building permit process. The funds can be used to enhance Town services for the benefit of Town constituents.

Facilities Improvement Designation - General Fund money designated by the Truckee Town Council for projects \$ 1,300,000 that will enhance Town facilities to the benefit of the Town's constituents.

**REVENUES
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET DETAIL**

<u>CAPITAL IMPROVEMENT PROJECTS REVENUES (cont'd)</u>	<u>BUDGET</u>
<u>Federal HSIP Grant</u> - Federal Highway Safety Improvement Program (HSIP) funds provided for use on the Envision Donner Pass Road Corridor Improvement projects. HSIP funds are allocated to projects that help improve safety on public roads.	\$ 600,000
<u>General Fund</u> - The amount of the General Fund money committed to funding capital improvement projects.	\$ 5,492,274
<u>General Fund Housing Designation</u> - General Fund fund balance designated by the Town Council for projects dedicated to workforce or "local" housing projects within the community.	\$ 1,220,000
<u>Glenshire TSSA Fund</u> - These funds are parcel charge revenues assessed on properties within the Glenshire Town Special Service Area (TSSA) for road maintenance, trails, and/or snow removal purposes.	\$ 53,125
<u>Measure R Sales Tax Funds</u> - These funds are available as the result of the 1/4 cent sales tax measure passed by the voters in June of 2014. These funds are only available for use on trails construction and maintenance related projects.	\$ 817,000
<u>Measure V Sales Tax Funds</u> - These funds are available as a result of the 1/2 cent sales tax measure passed by the voters in November of 2008. Funds are only available for use on road maintenance and construction related projects.	\$ 3,455,000
<u>Parking Fund</u> - The amount of Parking Fund money committed to funding capital projects.	\$ 575,000
<u>PEG Fund</u> - The Public, Educational and Governmental (PEG) access funds are collected from the cable TV franchisees and deposited into a special revenue fund that is limited to use on non-operating expenditures related to making public information and public meetings accessible to and viewable by the public.	\$ 4,500
<u>Private Contributions</u> - Partnership funds provided on capital projects by private parties. For FY 18/19, contributions are expected from the Humane Society of Truckee-Tahoe to fund half of the repairs needed on the Animal Shelter and from Grey's Crossing to fund the slurry seal of roads recently accepted by the Town, as a condition of the agreement to accept.	\$ 28,750
<u>Road Maintenance & Rehab Acct</u> - Funds distributed to the Town as per the provisions of SB1 Transportation Funding, to be used for the repair, maintenance or rehabilitation of California roadways. These funds are tracked as part of the Gas Tax Fund.	\$ 279,000
<u>Road Maintenance Reserve</u> - General Fund fund balance set aside annually by Council to pay for road maintenance.	\$ 1,003,000
<u>SB1 Grant</u> - This represents grant funding which was provided under SB1. It is money specifically for the modernization of public transit programs or climate action planning.	\$ 175,000

REVENUES
TOWN OF TRUCKEE
2018/19 REVENUE BUDGET DETAIL

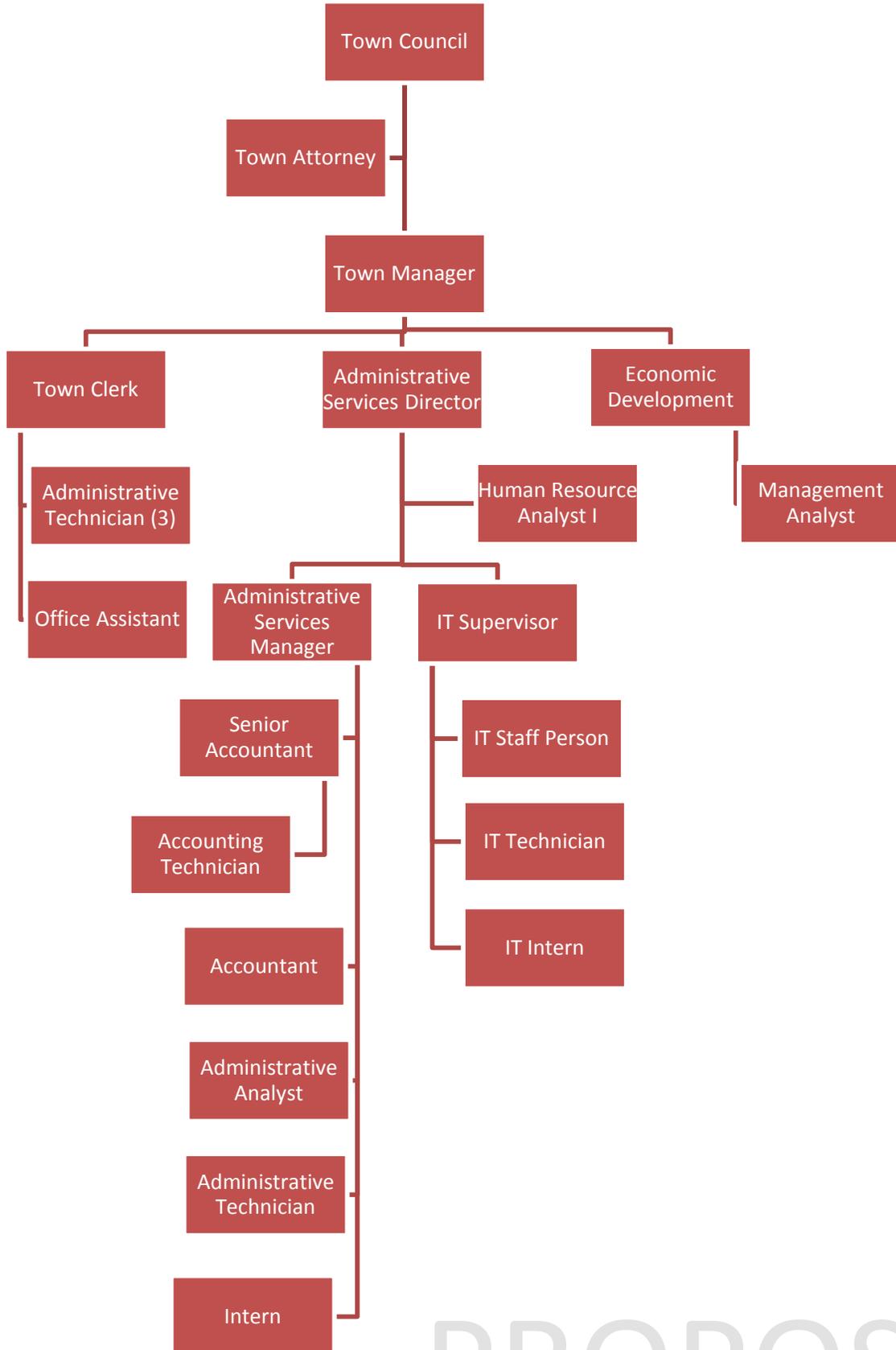
<u>CAPITAL IMPROVEMENT PROJECTS REVENUES (cont'd)</u>	<u>BUDGET</u>
<u>SB1 Programmatic Funding</u> - These are grant funds available through the State of California SB1 Transportation Funding for use on Transit related projects.	\$ 137,780
<u>SB1 Local Partnership Program</u> - These are programmatic funds available to the Town as a provision of SB1 Transportation Funding. The Town is eligible for up to \$100,000 per year of funding based on a formula developed by the State of California.	\$ 200,000
<u>Solid Waste Fund</u> - These are funds from the Solid Waste fund balance used to pay for solid waste, recycling or waste reduction projects. The cost of any projects funded from this source, are not factored into the solid waste collection rates for customers.	\$ 71,250
<u>Streetscape Designation</u> - General Fund fund balance designated or set aside by Council to finance streetscape related projects within the Town.	\$ 1,000,000
<u>Tahoe Donner TSSA Fund</u> - These funds are collected as parcel charge revenues assessed on properties within the Tahoe Donner TSSA for road maintenance, trails, and/or snow removal purposes.	\$ 1,381,000
<u>Traffic Impact Fee Fund</u> - These funds are available as a portion of the balance in the Roads Impact Fees Fund. These funds are restricted to eligible road improvement projects.	\$ 1,474,144
<u>Unfunded</u> - Shown where Town staff is applying for various grants or to for prospective projects without an identified sources. Unfunded projects are typically for projects that are needed or desired in some capacity but are not currently within the scope of Council's priorities.	\$ 1,100,000
<u>Utility Reimbursement</u> - Funds provided by utility districts for utility deposit refunds on capital projects and shared utility cost contributions on some projects.	\$ 850,000

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SECTION 4 - GENERAL GOVERNMENT EXPENDITURES

GENERAL GOVERNMENT ORGNANIZATION CHART
TOWN COUNCIL EXPENDITURES
TOWN MANAGER EXPENDITURES
TOWN ATTORNEY EXPENDITURES
TOWN CLERK & COMMUNICATIONS EXPENDITURES
ADMINISTRATIVE SERVICES EXPENDITURES
GENERAL GOVERNMENT EXPENDITURES
ECONOMIC DEVELOPMENT EXPENDITURES
INFORMATION TECHNOLOGY EXPENDITURES

**GENERAL GOVERNMENT ORGANIZATION CHART
TOWN OF TRUCKEE
2018/19 BUDGET**



**TOWN COUNCIL
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET**

101.101.00 General Fund.Town Council.Non-Division

ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
PERSONNEL							
50.19	Wages - Elected Officials	29,991	38,701	37,213	42,750	14.88%	10.46%
54.xx	Benefits	4,974	7,170	6,495	7,175	10.47%	0.06%
	Total Personnel	34,965	45,871	43,708	49,925	14.22%	8.84%
SUPPLIES & SERVICES							
60.15	Education & Training	6,584	10,000	1,500	7,500	400.00%	-25.00%
61.00	Professional Services	77,717	50,700	53,000	53,700	1.32%	5.92%
63.05	Advertising	91	1,500	-	1,500	0.00%	0.00%
63.25	Memberships & Dues	6,898	7,750	6,900	7,000	1.45%	-9.68%
63.33	Software Supplies	-	7,000	-	7,000	0.00%	0.00%
63.35	General Supplies	3,617	3,500	3,500	3,500	0.00%	0.00%
63.38	Promotional Events & Supplies	7,062	6,000	6,000	6,000	0.00%	0.00%
63.50	Postage, Freight & Delivery	19	25	25	25	0.00%	0.00%
63.55	Printing	77	200	200	200	0.00%	0.00%
63.70	Telephone	709	1,000	1,000	1,000	0.00%	0.00%
69.20	Vehicles - Mileage	178	750	500	750	50.00%	0.00%
	Total Supplies & Services	102,952	88,425	72,625	88,175	21.41%	-0.28%
CAPITAL OUTLAY							
80.05	Furniture & Fixtures	-	-	3,000	-	-100.00%	
80.20	Computer Equipment	871	-	-	1,000	0.00%	
	Total Capital Outlay	871	-	3,000	1,000	-66.67%	
TOTAL		138,788	134,296	119,333	139,100	16.56%	3.58%

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**TOWN COUNCIL
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.101.00 General Fund.Town Council.Non-Division

ACTIVITY DESCRIPTION

The Town Council is composed of five (5) members elected by the citizens of Truckee as representatives to make the legislative and policy decisions of the Town, subject to the provisions of the Government Code and the Constitution of the State of California. The Mayor and Town Council Members also represent the Town at official functions and in relationships with other organizations.

PERSONNEL

BUDGET

- 50.19 WAGES - ELECTED OFFICIALS - Provides for a stipend of \$645 per month to each of the five (5) elected Council members. An increase of not more than 5% per year, can be implemented every other year after a Council Election. The budget for FY 18/19 includes a 10% increase for half of the year (5% per year, two years since the last increase).

\$ 42,750
- 54.xx BENEFITS - Provides for miscellaneous Town-paid payroll taxes and workers compensation benefits. The Town's worker's compensation cost is developed based on actual experiences and due to low worker's compensation incidents in the last few years, the Town's rate has decreased. This decrease is offset by increases in other benefits.

\$ 7,175

SUPPLIES and SERVICES

- 60.15 EDUCATION and TRAINING - Provides for Council Members attendance at a variety of training and educational seminars as well as local meetings. Activities could include the League of California Cities (LCC) Mayor and Council Members Institute; LCC Annual Conference; LCC Economic Development Conference; Labor Relations Conference or Financial Management Seminar; various LCC Division meetings; Mayor/Manager breakfasts; miscellaneous workshops, meetings and briefings; involvement with Sierra Business Council or other non-profit institutes; and travel to the State capital to advocate on Town issues. This provides \$1,500 for each council member.

\$ 7,500
- 61.00 PROFESSIONAL SERVICES - Provides for the following:

 - Utilization of a consultant for Council and Department Head team building and goal setting workshop. Includes amounts for consultant meals and travel. \$ 13,500
 - Supplies associated with team building exercises. \$ 700
 - Biannual anti-harassment training for elected officials (last training in July 2017). \$ 2,500
 - Sacramento legislative lobbyist costs (~\$3,000 per month). \$ 37,000

\$ 53,700
- 63.05 ADVERTISING - Provides for various advertising costs.

\$ 1,500
- 63.25 MEMBERSHIPS and DUES - Provides for the Town's membership with LCC (~\$7,000) and other memberships and dues as requested by individual councilmembers.

\$ 7,000
- 63.33 SOFTWARE SUPPLIES - Provides for a new annual subscription for Automated California Fair Political Practices Commission's (FPPC) filing software. This has been budgeted in prior years. Due to constraints in staff time, the initial setup has not been completed, therefore staff is budgeting the amount for FY 18/19.

 - Annual software subscription. \$ 5,000
 - Setup and installation. \$ 1,000
 - Certification with the FPPC. \$ 1,000

\$ 7,000

**TOWN COUNCIL
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.101.00 General Fund.Town Council.Non-Division

SUPPLIES and SERVICES (cont'd)

BUDGET

<u>63.35</u>	<u>GENERAL SUPPLIES</u> - Provides for office stationery, forms, small items and equipment.	\$	3,500
<u>63.38</u>	<u>PROMOTIONAL EVENTS and SUPPLIES</u> - Provides for items such as flowers, plaques, cards and other community recognition; ceremonial mementos for councilmembers to handout at training conferences; annual Town Council photograph; board, commission and committee service awards; and entrance fees to ceremonial and special events such as the Chamber Awards Dinner Sponsorship (\$2,000). The Capital Improvement Project budget includes project C1514, which provides funding for ceremonial mementos and events for the Town's 25th Anniversary celebration.	\$	6,000
<u>63.50</u>	<u>POSTAGE, FREIGHT and DELIVERY</u> - Provides for postage and mailing costs that may arise during the fiscal year.	\$	25
<u>63.55</u>	<u>PRINTING</u> - Provides for special printing needs.	\$	200
<u>63.70</u>	<u>TELEPHONE</u> - Provides for an allocation of costs associated with base and long distance telephone rates, the optical fiber network internet connection, and miscellaneous charges associated with the Town's Cisco phone system.	\$	1,000
<u>69.20</u>	<u>VEHICLES - MILEAGE</u> - Provides payment to Council Members for use of a private vehicle on Town business not already provided for through the education and training budget (\$150 per member).	\$	750

CAPITAL OUTLAY

<u>80.05</u>	<u>FURNITURE and FIXTURES</u> - The estimated actuals for FY 17/18 provided for the replacement of the chairs used by Council in the Council Chambers.	\$	-
<u>80.20</u>	<u>COMPUTER EQUIPMENT</u> - Provides for iPads with accessories for new councilmembers as needed.	\$	1,000

**TOWN MANAGER
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET**

101.102.00 General Fund.Town Manager.Non-Division

ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
PERSONNEL							
50.11	Wages - Regular Full-time	187,519	269,733	216,843	181,680	-16.22%	-32.64%
54.xx	Benefits	66,762	68,892	51,223	54,611	6.62%	-20.73%
54.61	Deferred Compensation	19,070	24,692	14,452	15,709	8.70%	-36.38%
54.81	RHS	1,756	1,968	1,484	1,764	18.83%	-10.41%
55.71	Car Allowances	9,271	10,043	8,419	9,866	17.19%	-1.77%
	Total Personnel	284,379	375,328	292,420	263,629	-9.85%	-29.76%
SUPPLIES & SERVICES							
60.15	Education & Training	4,549	6,000	5,000	6,000	20.00%	0.00%
60.20	Employee Relations Activities	15,271	16,200	17,300	18,900	9.25%	16.67%
60.21	Employee Incentive Program	1,311	1,000	2,000	5,000	150.00%	400.00%
61.00	Professional Services	6,930	7,000	7,000	2,000	-71.43%	-71.43%
63.05	Advertising	99	200	100	200	100.00%	0.00%
63.25	Memberships & Dues	640	1,500	1,500	1,500	0.00%	0.00%
63.33	Software Supplies	286	500	500	500	0.00%	0.00%
63.35	General Supplies	2,850	1,700	2,750	1,700	-38.18%	0.00%
63.50	Postage, Freight & Delivery	-	100	-	100	0.00%	0.00%
63.55	Printing	-	100	100	100	0.00%	0.00%
63.56	Publications	-	100	-	100	0.00%	0.00%
63.70	Telephone	2,307	2,000	750	1,000	33.33%	-50.00%
	Total Supplies & Services	34,241	36,400	37,000	37,100	0.27%	1.92%
CAPITAL OUTLAY							
80.20	Computer Equipment	-	1,700	300	-	-100.00%	-100.00%
	Total Capital Outlay	-	1,700	300	-	-100.00%	-100.00%
	TOTAL	318,620	413,428	329,720	300,729	-8.79%	-27.26%

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**TOWN MANAGER
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.102.00 General Fund.Town Manager.Non-Division

ACTIVITY DESCRIPTION

The Town Manager is directly responsible to the Town Council for the day-to-day administration of all Town affairs. The Manager is directly responsible for the preparation and administration of the annual budget, organization and allocation of Town resources and all matters related to staffing and personnel. The Town Manager is responsible for both assisting in policy formulation and ensuring that the policy directives of the Town Council are carried out.

PERSONNEL

BUDGET

<u>50.11</u>	<u>WAGES - REGULAR FULL-TIME</u> - Provides for 90% of the salary of the Town Manager (10% allocated to the Redevelopment Successor Agency [RDA]) and 10% of the salary of the Town Clerk. FY 17/18 activity included payouts for the Town Manager who retired during the year. FY 18/19 levels reflect on-going staffing levels.	\$ 181,680
<u>54.xx</u>	<u>BENEFITS</u> - Provides for benefits such as workers' compensation, Town-paid payroll taxes, retirement benefits, health coverage, dental coverage, life insurance, optical coverage and Town-paid Medicare contributions. The Town's worker's compensation cost is developed based on actual experiences and due to low worker's compensation incidents in the last few years, the Town's rate has decreased. This decrease is offset by increases in other benefits, particularly pension costs.	\$ 54,611
<u>54.61</u>	<u>DEFERRED COMPENSATION</u> - Deferred compensation provided as negotiated by employee groups.	\$ 15,709
<u>54.81</u>	<u>RHS</u> - Retirement Health Savings (RHS) provided as negotiated by employee groups.	\$ 1,764
<u>55.71</u>	<u>CAR ALLOWANCE</u> - Provides for use of the Town Manager's private vehicle (90%) and the Town Clerk's private vehicle (10%) on Town business.	\$ 9,866

SUPPLIES and SERVICES

<u>60.15</u>	<u>EDUCATION and TRAINING</u> - Provides for education, training seminars and workshops for the Town Manager. Training activity could include League of California Cities (LCC) Annual Conference, City Managers' Annual Conference, Mayor/Council Member Institute, legislative action days, monthly Mayors/Manager meetings, quarterly meetings with Eastern Placer and Nevada County Area Managers, and LCC division meetings.	\$ 6,000
<u>60.20</u>	<u>EMPLOYEE RELATIONS ACTIVITIES</u> - Provides funding for various activities such as:	\$ 18,900
	- Holiday celebration.	\$ 7,500
	- All-employee quarterly meetings.	\$ 5,000
	- Employee service awards (Fluctuates annually based on the number of staff that have reached employment milestones of five, ten, twenty and twenty-five years of service).	\$ 5,900
	- New employee orientation workshops.	\$ 500
<u>60.21</u>	<u>EMPLOYEE INCENTIVE PROGRAM</u> - Provides funds to be distributed to individual employees of the Town as a one-time incentive for extraordinary performance, services or cost savings. Incentives shall be granted at the Town Manager's discretion. The expense of this program increased when the Town switched to a different business credit card provider. The Town's old provider offered Visa gift cards as a reward for spending whereas the new provider offers a cash-back rewards program.	\$ 5,000

**TOWN MANAGER
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.102.00 General Fund.Town Manager.Non-Division

<u>SUPPLIES and SERVICES (cont'd)</u>	<u>BUDGET</u>
<u>61.00</u> <u>PROFESSIONAL SERVICES</u> - Provides for a team building and planning workshop for the Department Heads. The group does not intend to use a facilitator for FY 18/19 and has reduced the budget accordingly.	\$ 2,000
<u>63.05</u> <u>ADVERTISING</u> - Provides for various advertising needs.	\$ 200
<u>63.25</u> <u>MEMBERSHIPS and DUES</u> - Provides for memberships in professional organizations. Potential memberships could include, but are not limited to, the American Public Works Association, the City Manager's Association, the International City Manager's Association and the California Planning Roundtable.	\$ 1,500
<u>63.33</u> <u>SOFTWARE SUPPLIES</u> - Provides for annual software updates as needed, which could include one (1) license for the Town's geographic information system.	\$ 500
<u>63.35</u> <u>GENERAL SUPPLIES</u> - Provides for office stationery, forms, office supplies, small equipment, small housewares items (cups, glasses, pitchers, etc.) needed to accommodate group meetings, and coffee and snacks for various group meetings.	\$ 1,700
<u>63.50</u> <u>POSTAGE, FREIGHT and DELIVERY</u> - Provides for postage and mailing costs.	\$ 100
<u>63.55</u> <u>PRINTING</u> - Provides for any special printing needs.	\$ 100
<u>63.56</u> <u>PUBLICATIONS</u> - Provides for subscriptions to miscellaneous city management publications, as needed.	\$ 100
<u>63.70</u> <u>TELEPHONE</u> - Provides for an allocation of costs associated with base and long distance telephone rates, the optical fiber network internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for a portion of staff cellular phone service and associated equipment.	\$ 1,000

**TOWN ATTORNEY
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET**

101.103.00 General Fund.Town Attorney.Non-Division

ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
PERSONNEL							
50.11	Wages - Regular Full-time	143,287	166,850	155,571	178,572	14.78%	7.03%
54.xx	Benefits	38,072	45,423	40,887	45,133	10.38%	-0.64%
54.61	Deferred Compensation	3,015	4,001	5,144	7,437	44.57%	85.86%
54.81	RHS	1,433	1,668	1,529	1,701	11.22%	1.93%
	Total Personnel	185,807	217,943	203,131	232,842	14.63%	6.84%
SUPPLIES & SERVICES							
60.15	Education & Training	-	3,000	3,500	3,500	0.00%	16.67%
61.00	Professional Services	29,329	100,000	87,000	100,000	14.94%	0.00%
63.05	Advertising	-	200	-	200	0.00%	0.00%
63.25	Memberships & Dues	515	600	600	600	0.00%	0.00%
63.33	Software Supplies	286	300	500	500	0.00%	66.67%
63.35	General Supplies	1,108	1,000	750	1,000	33.33%	0.00%
63.50	Postage, Freight & Delivery	-	100	-	100	0.00%	0.00%
63.55	Printing	-	50	-	50	0.00%	0.00%
63.56	Publications	2,651	3,000	2,500	3,000	20.00%	0.00%
63.70	Telephone	313	500	500	500	0.00%	0.00%
	Total Supplies & Services	34,203	108,750	95,350	109,450	14.79%	0.64%
	TOTAL	220,010	326,693	298,481	342,292	14.68%	4.77%

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**TOWN ATTORNEY
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.103.00 General Fund.Town Attorney.Non-Division

ACTIVITY DESCRIPTION

The function of the Town Attorney is to serve as legal counsel for Town employee's during day-to-day operations and to serve as legal advisor to the Council, Planning Commission, and Town Manager. The Town Attorney is also charged with general knowledge of legal issues arising from court decisions, awareness of the need for specialized attorneys and the supervision of those attorneys in handling of Town litigation. Additionally, the Town Attorney is charged with the preparation and review of ordinances, resolutions and other legislation.

Activities include assisting the Council and staff in crafting proposed public policies and local ordinances. The Town Attorney will also assist the Town in administering any specialty legal counsel services that may be needed, and will protect the Town when litigation and threats of litigation arise. One project scheduled for completion in FY 18/19 is the update of the Town's Personnel rules.

PERSONNEL

BUDGET

<u>50.11</u>	<u>WAGES - REGULAR FULL-TIME</u> - Provides for 90% of the salary for the Town Attorney (10% allocated to Redevelopment Successor Agency [RDA]).	\$ 178,572
<u>54.xx</u>	<u>BENEFITS</u> - Provides for benefits such as workers' compensation, Town-paid payroll taxes, retirement benefits, health coverage, dental coverage, life insurance, optical coverage and Town-paid Medicare contributions. The Town's worker's compensation cost is developed based on actual experiences and due to low worker's compensation incidents in the last few years, the Town's rate has decreased. This effect of this decrease is offset by increases in other benefits, particularly pension costs.	\$ 45,133
<u>54.61</u>	<u>DEFERRED COMPENSATION</u> - Deferred compensation provided as negotiated by employee groups. Increase due to a stipulation in the Town Attorney's contract.	\$ 7,437
<u>54.81</u>	<u>RHS</u> - Retirement Health Savings (RHS) provided as negotiated by employee groups.	\$ 1,701

SUPPLIES and SERVICES

<u>60.15</u>	<u>EDUCATION and TRAINING</u> - Provides for attendance at education or training seminars and workshops for the Town Attorney and one of the Administrative Technicians in the Town Clerk and Communications Department.	\$ 3,500
<u>61.00</u>	<u>PROFESSIONAL SERVICES</u> - Provides for specialized outside legal services as needed. Amounts fluctuate annually based on legal issues that arise during the year. Due to the unpredictable nature of most legal action, there is no way to predict the necessary funding levels year-on-year. Therefore, the budget for this item remains relatively consistent regardless of yearly activity to accommodate for fluctuations. The budget for FY 18/19 does not include legal services for which the Town would be reimbursed by planning applicants. Also provides for a thorough review and revision of the Town's personnel policies. This review began in FY 17/18 and will conclude in FY 18/19.	\$ 100,000
<u>63.05</u>	<u>ADVERTISING</u> - Provides for advertising costs, as needed.	\$ 200
<u>63.25</u>	<u>MEMBERSHIPS and DUES</u> - Provides for California State Bar Association annual dues for the Town Attorney.	\$ 600

**TOWN ATTORNEY
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.103.00 General Fund.Town Attorney.Non-Division

SUPPLIES and SERVICES (cont'd)

BUDGET

<u>63.33</u>	<u>SOFTWARE SUPPLIES</u> - Provides for the following:	\$	500
	- Workshare, a secure enterprise file sharing and collaboration platform.	\$	150
	- One (1) license to Georgraphic Techologies Group, the Town's geographic information system provider for the enterprise resource software.	\$	250
	- Miscellaneous software, as needed.	\$	100
<u>63.35</u>	<u>GENERAL SUPPLIES</u> - Provides for office supplies, small items, and small equipment that may be needed.	\$	1,000
<u>63.50</u>	<u>POSTAGE, FREIGHT and DELIVERY</u> - Provides for postage or mailing costs.	\$	100
<u>63.55</u>	<u>PRINTING</u> - Provides for any special printing needs.	\$	50
<u>63.56</u>	<u>PUBLICATIONS</u> - Provides for publications related to the legal department as needed in the completion of Town business, including a monthly subscription to LexisNexis legal database.	\$	3,000
<u>63.70</u>	<u>TELEPHONE</u> - Provides for an allocation of costs associated with base and long distance telephone rates, the optical fiber network internet connection, and miscellaneous charges associated with the Town's Cisco phone system.	\$	500

**TOWN CLERK and COMMUNICATIONS
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET**

101.104.00 General Fund.Town Clerk and Communications.Non-Division

ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
PERSONNEL							
50.11	Wages - Regular Full-time	286,099	301,805	276,036	316,490	14.66%	4.87%
50.15	Wages - Temporary/Seasonal	293	11,700	17,430	-	-100.00%	-100.00%
50.31	Overtime - Regular Full-time	265	750	750	750	0.00%	0.00%
54.xx	Benefits	114,430	130,167	113,992	135,342	18.73%	3.98%
54.61	Deferred Compensation	4,948	4,951	5,532	12,560	127.05%	153.68%
54.81	RHS	971	1,041	954	1,007	5.58%	-3.22%
55.71	Car Allowances	2,412	2,403	2,311	2,496	8.03%	3.87%
	Total Personnel	409,418	452,817	417,004	468,645	12.38%	3.50%
SUPPLIES & SERVICES							
60.15	Education & Training	9,385	14,000	11,000	14,000	27.27%	0.00%
61.00	Professional Services	682	500	500	1,250	150.00%	150.00%
61.08	Communication & Community Outreach	30,584	20,000	20,000	20,000	0.00%	0.00%
63.05	Advertising	1,808	3,500	5,000	4,500	-10.00%	28.57%
63.25	Memberships & Dues	1,075	1,250	1,250	1,749	39.92%	39.92%
63.30	Document Imaging	-	6,000	6,000	6,000	0.00%	0.00%
63.33	Software Supplies	12,653	14,400	14,400	9,150	-36.46%	-36.46%
63.35	General Supplies	4,552	5,000	9,000	5,000	-44.44%	0.00%
63.50	Postage, Freight & Delivery	423	650	650	650	0.00%	0.00%
63.55	Printing	-	160	100	100	0.00%	-37.50%
63.70	Telephone	2,168	2,300	1,900	2,300	21.05%	0.00%
66.20	Repair & Maint. - Office Equipment	-	100	100	100	0.00%	0.00%
67.08	Election Expenses	1,358	-	-	12,000	0.00%	0.00%
69.20	Vehicles - Mileage	-	150	100	150	50.00%	0.00%
	Total Supplies & Services	64,688	68,010	70,000	76,949	9.93%	13.14%
CAPITAL OUTLAY							
80.05	Furniture and Fixtures	-	-	-	5,000	0.00%	
80.20	Computer Equipment	-	2,800	4,400	1,500	-65.91%	-46.43%
	Total Capital Outlay	-	2,800	4,400	6,500	47.73%	132.14%
	TOTAL	474,106	523,627	491,404	552,094	12.35%	5.44%

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TOWN CLERK and COMMUNICATIONS
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.104.00 General Fund.Town Clerk and Communications.Non-Division

ACTIVITY DESCRIPTION

The Town Clerk and Communications (TCC) Department is responsible for matters relating to the official business of the Town Council and the Town's compliance with California public access and safeguard laws. These laws include the Brown Act, the Public Records Act, the Political Reform Act, the Fair Political Practices Commission (FPPC), the Maddy Act, conflict of interest laws, election laws, ethics laws, Voter Participation Rights Act and Voting Rights Act. These laws safeguard the public's investments and ensure resources are used for the benefit of the public to ensure (as stakeholders in government) public access to Town business. Additionally, the TCC Department is responsible for administrative tasks for the Engineering Division, the Town Manager, the Town Attorney, the Redevelopment Successor Agency (RDA) and the Truckee Public Financing Authority; website maintenance; and conducting municipal elections.

The Department's FY 17/18 staffing budget included the allocation of 50% of one (1) Office Assistant's time. This Office Assistant has been budgeted to work in the Public Works Department full-time. To replace this position, staff proposes adding one (1) full-time Office Assistant to the Town's staff. This position would be distributed 75% to the TCC Division and 25% to the Public Transit Fund. The additional time would be used to assist with the growing administrative tasks covered by the TCC Department.

During FY 17/18, the Department's Record Technician was converted to an Administrative Technician to allow greater flexibility with how tasks are allocated among the department's staff. It is anticipated that this will allow for greater efficiency in covering tasks.

Priorities for FY 18/19 include continuing to train newer staff members on Town processes and Town Clerk duties; maintaining a high level of outreach with the community through social media; increasing outreach to our Spanish speaking community; providing General Plan Update outreach assistance for the Planning Division; assisting Nevada County with elections and with the implementation of the new Voter's Choice Act; continuing to work with local classes to provide education on local government; continue work on development of an updated Town-wide Records Management Program manual; upgrading FPPC filings to an electronic format; continuing to work on CIP projects to improve the Council chambers audio/visual capabilities; coordinating the Town's 25th anniversary celebration; and improve the readability and accessibility of the Town's website. It is our continued goal to provide staff support to Town Departments in implementing Council's goals and priorities.

PERSONNEL

BUDGET

<u>50.11</u>	<u>WAGES - REGULAR FULL-TIME</u> - Provides for 75% of the salary the Town Clerk (15% to RDA and 10% to Town Manager); 95% of the wages for two (2) Administrative Technicians (5% to RDA); one (1) Administrative Technician; and 75% of the wages of one (1) Office Assistant (25% to Public Transit).	\$ 316,490
<u>50.31</u>	<u>OVERTIME - REGULAR FULL-TIME</u> - Provides for overtime costs to allow staff to provide notetaking for public meetings after normal working hours.	\$ 750
<u>54.xx</u>	<u>BENEFITS</u> - Provides for benefits such as workers' compensation, Town-paid payroll taxes, retirement benefits, health coverage, dental coverage, life insurance, optical coverage and Town-paid Medicare contributions. The Town's worker's compensation cost is developed based on actual experiences and due to low worker's compensation incidents in the last few years, the Town's rate has decreased. This decrease is offset by increases in other benefits, particularly pension costs.	\$ 135,342

TOWN CLERK and COMMUNICATIONS
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.104.00 General Fund.Town Clerk and Communications.Non-Division

PERSONNEL (cont'd)**BUDGET**

<u>54.61</u>	<u>DEFERRED COMPENSATION</u> - Provides for deferred compensation as negotiated by employee groups. FY 18/19 budget includes estimates for amounts as offered under the memoranda of understanding currently under negotiation by the Town and employee groups.	\$	12,560
<u>54.81</u>	<u>RHS</u> - Retirement Health Savings (RHS) provided as negotiated by employee groups.	\$	1,007
<u>55.71</u>	<u>CAR ALLOWANCE</u> - Provides for the use of the Town Clerk's private vehicle (75%) on Town business.	\$	2,496

SUPPLIES and SERVICES

<u>60.15</u>	<u>EDUCATION and TRAINING</u> - Provides for attendance at education and training seminars and workshops. Training activities anticipated to include the Election and New Law Seminar, the City Clerks' Association of California (CCAC) annual conference/training, records management training, public information officer training, and regional CCAC meetings. Staff will continue to seek scholarships for Clerk's certification training whenever possible.	\$	14,000
<u>61.00</u>	<u>PROFESSIONAL SERVICES</u> - Provides for a review of the Town's Records Retention Schedules, general policy reviews, and an update of the Records Management Manual. The increase is to cover the cost of these reviews. Periodic reviews of the records retention schedule is needed to ensure that the Town is still in compliance with laws and regulations.	\$	1,250
<u>61.08</u>	<u>COMMUNICATION and COMMUNITY OUTREACH</u> - Provides for the following:	\$	20,000
	- Indexing services for video recordings of bi-weekly Council and Planning Commission meetings.	\$	11,000
	- Website maintenance, support, and hosting with the Town's contractor, Vision Internet.	\$	8,000
	- Miscellaneous software for public outreach, survey needs and Facebook postings.	\$	1,000
<u>63.05</u>	<u>ADVERTISING</u> - Provides for publication of all legal notices and newly adopted or amended ordinances of the Town Council.	\$	4,500
<u>63.25</u>	<u>MEMBERSHIPS and DUES</u> - Provides for membership as follows:	\$	1,749
	- Town membership to CCAC.	\$	500
	- Three memberships to the International Institute of Municipal Clerks (IIMC).	\$	600
	- One membership in the Public Information Officer's Organization (PIOO).	\$	250
	- One membership in the Association for Information and Image Management (AIIM).	\$	75
	- Four (4) memberships for Toastmasters, a public speaking club.	\$	324
<u>63.30</u>	<u>DOCUMENT IMAGING</u> - Provides for the outsourcing of documents to be digitally imaged. Digitally imaged documents save storage space and staff retrieval time. This item is highly dependent on the availability of staff time to review departmental records to be imaged.	\$	6,000

TOWN CLERK and COMMUNICATIONS
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.104.00 General Fund.Town Clerk and Communications.Non-Division

SUPPLIES and SERVICES (cont'd)

BUDGET

<u>63.33</u>	<u>SOFTWARE SUPPLIES</u> - The cost to perform the annual update on the Town's document imaging software has been moved to General Government. Provides for the following:	\$	9,150
	- Social Media Archive Software.	\$	2,400
	- Adobe membership (\$49.99 per month) and other upgrades as needed.	\$	750
	- New website performance software that informs Town staff of any spelling errors, ADA compliance issues, or broken links on any page of the Town website. It would be provided as an additional service through the current hosting platform of the Town's website.	\$	6,000
<u>63.35</u>	<u>GENERAL SUPPLIES</u> - Provides for office supplies and equipment, including costs for document shredding (monthly and periodic for record destruction).	\$	5,000
<u>63.50</u>	<u>POSTAGE, FREIGHT and DELIVERY</u> - Provides for postage and mailing costs.	\$	650
<u>63.55</u>	<u>PRINTING</u> - Provides for specialty printing needs that may arise.	\$	100
<u>63.70</u>	<u>TELEPHONE</u> - Provides for an allocation of costs associated with base and long distance telephone rates, the optical fiber network internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for a portion of staff cellular phone service and associated equipment.	\$	2,300
<u>66.20</u>	<u>REPAIR and MAINTENANCE - OFFICE EQUIPMENT</u> - Provides for maintenance and unscheduled repair of office equipment.	\$	100
<u>67.08</u>	<u>ELECTION EXPENSES</u> - Provides for election expenses during election years. In FY 18/19 three (3) Council member seats will term. The Town will contract with Nevada County to run the councilmember elections.	\$	12,000
<u>69.20</u>	<u>VEHICLES - MILEAGE</u> - Provides payment to staff for use of a private vehicle on Town business not already provided for under a car allowance or through the education and training budget.	\$	150

CAPITAL OUTLAY

<u>80.05</u>	<u>FURNITURE and FIXTURES</u> - Provides for the purchase of additional office furniture to finish off the workspaces created for the Town Clerk and Communications team as part of the Town Hall Remodel project.	\$	5,000
<u>80.20</u>	<u>COMPUTER EQUIPMENT</u> - Provides for one (1) desktop computer for one of the Administrative Technicians in this Department per the Town's Computer Replacement Plan (\$1,500 each).	\$	1,500

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**ADMINISTRATIVE SERVICES
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET**

101.105.00 General Fund.Admin Services.Non-Division

ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
PERSONNEL							
50.11	Wages - Regular Full-time	679,991	752,377	703,863	583,313	-17.13%	-22.47%
50.14	Wages - Regular Part-time	2,170	36,400	39,628	62,859	58.62%	72.69%
50.15	Wages - Temporary/Seasonal	27,894	5,760	6,000	8,000	33.33%	38.90%
50.31	Overtime - Regular Full-time	175	500	500	500	0.00%	0.00%
54.xx	Benefits	260,278	320,358	289,324	260,749	-9.88%	-18.61%
54.61	Deferred Compensation	17,268	17,788	16,698	28,097	68.27%	57.96%
54.81	RHS	1,302	1,349	1,236	980	-20.73%	-27.37%
55.71	Car Allowances	-	-	-	2,243	0.00%	
	Total Personnel	989,078	1,134,532	1,057,249	946,741	-10.45%	-16.55%
SUPPLIES & SERVICES							
60.15	Education & Training	21,433	39,600	29,500	30,000	1.69%	-24.24%
61.00	Professional Services	150,425	119,600	130,000	57,050	-56.12%	-52.30%
63.05	Advertising	1,976	1,000	500	1,000	100.00%	0.00%
63.25	Memberships & Dues	1,639	1,700	1,400	1,700	21.43%	0.00%
63.33	Software Supplies	-	1,000	60	200	233.33%	-80.00%
63.35	General Supplies	8,837	8,500	8,500	7,500	-11.76%	-11.76%
63.37	IT Supplies	1,410	3,800	3,000	-	-100.00%	-100.00%
63.45	Photocopying	481	500	2,000	2,000	0.00%	300.00%
63.50	Postage, Freight & Delivery	2,962	4,000	6,500	4,000	-38.46%	0.00%
63.55	Printing	1,520	1,400	1,400	1,320	-5.71%	-5.71%
63.56	Publications	385	1,300	1,000	1,000	0.00%	-23.08%
63.70	Telephone	5,483	7,000	6,000	5,000	-16.67%	-28.57%
66.20	Repair & Maint. - Office Equipment	23	500	-	300	0.00%	-40.00%
66.50	Small Tools - IT	37	-	-	-	0.00%	
69.20	Vehicles - Mileage	-	250	50	100	100.00%	-60.00%
	Total Supplies & Services	196,609	190,150	189,910	111,170	-41.46%	-41.54%
CAPITAL OUTLAY							
80.20	Computer Equipment	6,997	5,000	8,000	1,500	-81.25%	-70.00%
	Total Capital Outlay	6,997	5,000	8,000	1,500	-81.25%	-70.00%
	TOTAL	1,192,684	1,329,682	1,255,159	1,059,411	-15.60%	-20.33%

Note: A portion of the budget that used to be encompassed in the Administration Services Division has been reallocated to a separate Information Technology Division starting in FY 18/19.

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**ADMINISTRATIVE SERVICES
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.105.00 General Fund.Admin Services.Non-Division

ACTIVITY DESCRIPTION

The Administrative Services Division is responsible for providing general administrative support in the areas of Finance, Human Resources, Risk Management, and Purchasing to the Town Council, Town Manager and Town Departments. This includes processing and recording of all financial transactions such as accounts payable, revenue receipts, payroll and summarizing financial transactions in a format that allows management and Council to review fiscal performance and related departmental budget conformance. This Division establishes internal accounting controls and aids the Council in contracting for external audits. The Administrative Services Division works with the Town Manager to develop both proposed and final budgets.

During FY 17/18, an information technology strategic plan was completed after a thorough study. The conclusion of the Plan was that the information technology needs of the Town have grown significantly in recent years and will continue to grow in the foreseeable future. As such, the information technology functions that were previously encompassed within the Administrative Service budget have been moved to a separate division, Information Technology (IT), to facilitate more accurate tracking.

Department priorities for FY 18/19 include completing updates to the Personnel Rules, continued enhancement of transient occupancy tax monitoring and enforcement, implementing negotiated contracts with Town labor groups, and implementation of new GASB accounting standards for other post employment benefits.

Transient occupancy tax activity remains at a high level. This includes active registrations and payments as well as monitoring by Town staff with the help of our consultant, Host Compliance. Transient occupancy tax revenue continues to increase annually. See the Revenue section of this budget for more information.

Administrative Services is requesting some administrative staffing changes in order to maximize effectiveness of administrative resources. Staff is proposing to reallocate one Office Assistant 90% to the Building and Safety Division (previously this position was allocated 75% to the Building and Safety Division). 10% of this position's costs are proposed to remain coded to the Administrative Services Division (this position was previously allocated 25% to the Administrative Services Division) as the position will still be responsible for answering the Town's main phone line. To replace the time lost on the reallocation of the position, staff is requesting to add one half-time office assistant to process accounts payable and other administrative tasks. This office assistant would also assist with some clerical tasks for the IT Division. Additionally, the Accounting Technician is proposed to begin assisting with human resources related tasks and as such is being proposed as a half Accounting Technician, half Human Resources Technician position.

PERSONNEL

BUDGET

50.11	<u>WAGES - REGULAR FULL-TIME</u> - Provides for 60% of the salary of the Administrative Services Director (20% to Information Technology, 10% to RDA, 10% to Solid Waste), 90% of the salary of one (1) Administrative Services Manager (10% to RDA), 90% of the salary of one (1) Senior Accountant (10% to RDA), one (1) Human Resources Analyst I, 95% of the wages of one (1) Accountant II (5% to RDA), one (1) Accounting/Human Resources Technician, one (1) Administrative Technician, and 10% of the wages of one (1) Office Assistant. Some positions that were previously encompassed within this budget have been moved to the IT Division.	\$ 583,313
50.14	<u>WAGES - REGULAR PART-TIME</u> - Provides for one (1) half-time Administrative Analyst I to continue work on Transient Occupancy Tax market equity and one (1) half-time Office Assistant to provide administrative support to staff and process accounts payable.	\$ 62,859



ADMINISTRATIVE SERVICES
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.105.00 General Fund.Admin Services.Non-Division

<u>PERSONNEL (cont'd)</u>	<u>BUDGET</u>
<u>50.15</u> <u>WAGES</u> - <u>TEMPORARY/SEASONAL</u> - Provides for one (1) temporary intern to work on various projects.	\$ 8,000
<u>50.31</u> <u>OVERTIME</u> - <u>REGULAR FULL-TIME</u> - Provides funding for non-exempt personnel to work outside of normal working hours.	\$ 500
<u>54.xx</u> <u>BENEFITS</u> - Provides for benefits such as workers' compensation, Town-paid payroll taxes, retirement benefits, health coverage, dental coverage, life insurance, optical coverage and Town-paid Medicare contributions. The Town's worker's compensation cost is developed based on actual experiences and due to low worker's compensation incidents in the last few years, the Town's rate has decreased. This decrease is offset by increases in other benefits, particularly pension costs. A portion of the budget that was previously included in this item has been moved to the IT division.	\$ 260,749
<u>54.61</u> <u>DEFERRED COMPENSATION</u> - Provides for deferred compensation as negotiated by employee groups. FY 18/19 budget includes estimates for amounts as offered under the memoranda of understanding currently under negotiation by the Town and employee groups.	\$ 28,097
<u>54.81</u> <u>RHS</u> - Retirement Health Savings (RHS) provided as negotiated by employee groups.	\$ 980
<u>55.71</u> <u>CAR ALLOWANCE</u> - Provides for the use of the Administrative Services Director's private vehicle on Town business (20%).	\$ 2,243

SUPPLIES and SERVICES

<u>60.15</u> <u>EDUCATION and TRAINING</u> - Provides for staff training via attendance at various conferences, seminars and meetings. Training activities could include but are not limited to the League of California Cities annual conference; Governmental Finance Officers Association (GFOA) training; California Society of Municipal Finance Officers (CSMFO) annual conference; California Public Employees Retirement System (CalPERS) conference; annual risk management conference; attendance at the Labor Relations Institute training; attendance by 2-3 employees at the annual Tyler Technologies annual conference; and attendance at the annual New World software Advisory Board meeting. Each of the department's three Certified Public Accountants are required to obtain 40 hours of annual training to maintain licensure. Some of the budget that was previously included in this item has been moved to the IT division.	\$ 30,000
<u>61.00</u> <u>PROFESSIONAL SERVICES</u> - Provides for the following:	\$ 57,050
- Annual audit expenses.	\$ 40,000
- Management team training/coaching which may include leadership, supervision, personnel law or other topics.	\$ 7,400
- Annual participation in the Gold Country Consortium training and annual management team Human Resources training.	\$ 2,200
- Quarterly bond Trustee Fees, including disclosure costs.	\$ 5,050
- Investment account custodian fees.	\$ 1,200

ADMINISTRATIVE SERVICES
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.105.00 General Fund.Admin Services.Non-Division

SUPPLIES and SERVICES (cont'd)

BUDGET

<u>61.00</u>	<u>PROFESSIONAL SERVICES</u> (cont'd):		
	- Bi-annual anti-harassment training (training scheduled for June 2018).	\$	-
	- Background checks, report filing fees and other miscellaneous services.	\$	1,200
	Note: Estimated actuals are higher than budgeted for FY2017/18 due to the vacancy in the budgeted IT Technician position at the beginning and end of the year. The deficiency was filled with a consultant. The consultant fee has been moved to the IT division for FY 18/19. The Division expects to fill the empty positions at the beginning of FY 18/19 and will maintain lower levels of IT consulting services as soon as the new employees are sufficiently trained.		
<u>63.05</u>	<u>ADVERTISING</u> - Provides for various advertising needs including annual publication of annual financial report in local newspaper, as required by State ordinance.	\$	1,000
<u>63.25</u>	<u>MEMBERSHIPS and DUES</u> - Provides for membership with CSMFO, the California Public Employers Labor Relations Association, GFOA, and the International Public Management Association for Human Resources. Also provides for California Certified Public Accountancy licenses for the three (3) staff members within the Division who hold that license.	\$	1,700
<u>63.33</u>	<u>SOFTWARE SUPPLIES</u> - Provides for one Adobe Creative Care license (\$15/month).	\$	200
<u>63.35</u>	<u>GENERAL SUPPLIES</u> - Provides for stationery forms, envelopes, monthly shredding services, small items and non-capital equipment and furniture. A portion of the budget in this line item has been moved to the IT division.	\$	7,500
<u>63.37</u>	<u>IT SUPPLIES</u> - Provided for disks, DVD, wires and other small IT supplies. The budget for general government IT supplies and IT small tools was consolidated into this budget starting in FY 17/18. For FY 18/19, the budget for this line has been moved to the IT division.		-
<u>63.45</u>	<u>PHOTOCOPYING</u> - Provides for copier usage based on monthly meter readings. Increase due to newly negotiated copier contract.	\$	2,000
<u>63.50</u>	<u>POSTAGE, FREIGHT and DELIVERY</u> - Provides for postage and mailing costs for the bi-weekly vendor payments; quarterly and yearly tax returns; and quarterly reports. Inflated cost estimate for FY 17/18 includes extra transient occupancy tax notification mailings. Expected decrease in postage for transient occupancy tax return mailings for FY 18/19.	\$	4,000
<u>63.55</u>	<u>PRINTING</u> - Provides for check stock (\$250), W-2 forms (\$270), 1099 forms (\$270), business cards (\$40/order), custom envelopes and personnel forms. A portion of the budget for this item has been moved to the IT division.	\$	1,320
<u>63.56</u>	<u>PUBLICATIONS</u> - Provides for subscriptions to various finance, human resource, and payroll.	\$	1,000

**ADMINISTRATIVE SERVICES
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.105.00 General Fund.Admin Services.Non-Division

SUPPLIES and SERVICES (cont'd)

BUDGET

<u>63.70</u>	<u>TELEPHONE</u> - Provides for an allocation of costs associated with base and long distance telephone rates, the optical fiber network internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for a portion of a staff cellular phone service and associated equipment. A portion of this budget has been moved to the IT division starting in FY 18/19.	\$ 5,000
<u>66.20</u>	<u>REPAIR and MAINTENANCE</u> - <u>OFFICE EQUIPMENT</u> - Provides for maintenance and unscheduled repair of office equipment.	\$ 300
<u>69.20</u>	<u>VEHICLES</u> - <u>MILEAGE</u> - Provides payment to staff for use of a private vehicle on Town business not already provided for under a car allowance or through the education and training budget. A portion of this budget has been moved to the IT Division.	\$ 100

CAPITAL OUTLAY

<u>80.20</u>	<u>COMPUTER EQUIPMENT</u> - Provides for the replacement of one (1) computer for the Administrative Analyst I (\$1,500 per computer, includes UPS Battery Backup and monitor replacement) per the Town's Computer Replacement Plan. The estimated actuals for FY 17/18 include two (2) new computer, new monitors for added workstations, and an additional document scanner for the added workstations.	\$ 1,500
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**GENERAL GOVERNMENT
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET**

101.106.00 General Fund.General Government.Non-Division							
ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
SUPPLIES & SERVICES							
60.17	Team Building - Managers	2,770	6,000	3,400	5,000	47.06%	-16.67%
60.25	Employee Wellness & Safety Program	11,714	36,000	28,000	36,000	28.57%	0.00%
61.00	Professional Services	121,340	124,960	120,000	114,340	-4.72%	-8.50%
61.25	LAFCO Funding	57,015	56,000	58,215	63,144	8.47%	12.76%
61.40	Sales Tax Audit Fees	7,073	10,000	5,000	7,000	40.00%	-30.00%
63.18	Subscriber Contributions	52,944	50,000	55,000	55,000	0.00%	10.00%
63.19	Channel 6 Services	21,344	20,000	20,000	20,000	0.00%	0.00%
63.25	Memberships & Dues	3,500	3,500	3,500	3,500	0.00%	0.00%
63.33	Software Supplies	58,047	70,000	72,000	62,000	-13.89%	-11.43%
63.35	General Supplies	900	1,000	1,300	1,300	0.00%	30.00%
63.45	Photocopying	6,112	7,000	7,000	7,000	0.00%	0.00%
67.02	Nevada County SB2557 Fee	221,091	210,909	212,887	223,531	5.00%	5.98%
68.00	General Insurance	361,490	386,882	343,617	416,432	21.19%	7.64%
68.01	Truckee Fire Fee	214,590	238,872	207,402	228,142	10.00%	-4.49%
68.04	Groundwater MOA	5,000	5,000	-	-	0.00%	-100.00%
69.10	Vehicles - Fuel	870	279	1,300	900	-30.77%	222.49%
69.76	Fleet Maintenance Allocation	4,037	1,795	2,746	2,933	6.81%	63.42%
	Total Supplies & Services	1,149,837	1,228,197	1,141,367	1,246,223	9.19%	1.47%
CAPITAL OUTLAY							
80.20	Computer Equipment	4,059	-	-	-	0.00%	
	Total Capital Outlay	4,059	-	-	-	0.00%	
	SUB-TOTAL	1,153,896	1,228,197	1,141,367	1,246,223	9.19%	1.47%
32.21	Less: Truckee Fire Fee Designation	(4,856)	(13,586)	-	(6,939)	0.00%	-48.92%
	Funded by Designation	(4,856)	(13,586)	-	(6,939)	0.00%	-48.92%
	TOTAL	1,149,040	1,214,611	1,141,367	1,239,284	8.58%	2.03%

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**GENERAL GOVERNMENT
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.106.00 General Fund.General Government.Non-Division

ACTIVITY DESCRIPTION

This budget was developed to include costs associated with general Town operations that fall within no specific department or division, as well as the costs that are for the benefit of all departments, such as insurance and the maintenance costs for Town-wide software systems.

SUPPLIES and SERVICES

BUDGET

<u>60.17</u>	<p><u>TEAM BUILDING - MANAGERS</u> - Provides for the facilitation of an annual workshop for management strategic planning by the Town's Management team. The budget for this item fluctuates annually based on the requests of a rotating planning committee. The committee for FY 18/19 would like to bring in a professional speaker. \$2,000 has been included for this purpose and \$3,000 has been included for the venue and meals.</p>	\$ 5,000
<u>60.25</u>	<p><u>EMPLOYEE WELLNESS and SAFETY PROGRAM</u> - Provides for an annual employee wellness fair, wellness workshops, exercise classes and safety programs. Safety and wellness programs are administered by the Balanced Employee Safety Team (BEST). Through training and incentives, the BEST committee aims to increase staff awareness of physical and mental well-being with the goal of increasing productivity and keeping healthcare costs to a minimum. In FY 17/18, the BEST committee took over the cost of equipment maintenance in the gym, which was previously subsidized by the Police Officer's Association employee group. The Town receives some grant funding to offset the cost of providing a wellness program. In prior years, this grant has been recorded as an offset against the expenses in this account. For FY 17/18 forward, this money will be shown in the revenues section of this budget as Grant Revenue.</p>	\$ 36,000
<u>61.00</u>	<p><u>PROFESSIONAL SERVICES</u> - Provides for the following:</p> <ul style="list-style-type: none"> - Contract with a consultant (Host Compliance) for auditing and outreach related to online short-term rentals. This cost is expected to be offset by higher collections of transient occupancy taxes. \$ 80,000 - SB 90 filings for State Mandated Cost reimbursement claims with the State of California. \$ 3,100 - Administrative service fees for BeneTrac, a COBRA administrative provider and COBRA services for all Town Employees. \$ 7,440 - Employee Assistance Program (EAP) (\$300 per month). \$ 3,600 - Monthly third party administrator fees to allow for credit card payments via the Town website. \$ 1,000 - Sphere of Influence modification request with Local Agency Formation Commission (LAFCo) for the property near the Truckee Tahoe Airport District as requested in FY 17/18 (re-budgeted for FY 18/19 as LAFCo has not started the review). \$ 10,000 - GASB 45 biennial study (last performed in FY 17/18) - Performed by a consultant, this study is required to satisfy Governmental Accounting Standards Board (GASB) regulations. \$ - - Annual OPEB reporting to satisfy GASB requirements provided by an actuarial consultant. \$ 3,000 	\$ 114,340

**GENERAL GOVERNMENT
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.106.00 General Fund.General Government.Non-Division

SUPPLIES and SERVICES (cont'd)

BUDGET

<u>61.00</u>	<u>PROFESSIONAL SERVICES</u> (cont'd)		
	- An annual GASB 68 study provided by CalPERS and actuarial reports from a consultant. This is an annual, ongoing expense required to satisfy GASB regulations.	\$ 4,000	
	- Consultant services for Human Resources as needed.	\$ 2,200	
	Note: Some services previously included in this account have been moved to the Information Technology Division - 101.108.00 for better tracking.		
<u>61.25</u>	<u>LAFCO FUNDING</u> - Provides funds for the Town's portion of the LAFCo costs. AB 2838, the Cortese-Knox-Hertzberg Act effective January 1, 2001, requires that the funding for LAFCo be shared by the county, special districts and cities. The LAFCo Committee is recommending a total 3.3% increase in funding from local agencies to cover the costs of running the committee, of which the Town is responsible for \$60,144, as per the preliminary LAFCo budget. Since actual apportionments are typically higher than the preliminary budget indicates, staff is requesting additional funding to cover the cost of a potential overage.		\$ 63,144
<u>61.40</u>	<u>SALES TAX AUDIT FEES</u> - Provides for sales tax audit fees to the Town's sales tax auditor. This includes an annual fee of \$3,900 plus a 25% commission for any additional sales tax revenues generated as a result of audit services. This amount is expected to be offset by additional sales tax revenues. Staff is reducing the budget for this item to better reflect historical spending in this category.		\$ 7,000
<u>63.18</u>	<u>SUBSCRIBER CONTRIBUTIONS</u> - Provides for a pass-through amount of 70% of the Public, Education and Governmental (PEG) Access Channel fees collected from Suddenlink and AT&T, the local television providers. Corresponding revenue is included in General fund "Channel 6 Subscriber Contribution" revenue account. There was a change in the allocation in FY 16/17 when the contract between the Town and the local television provider was re-negotiated.		\$ 55,000
<u>63.19</u>	<u>CHANNEL 6 SERVICES</u> - Provides for televised coverage of Council meetings, Planning Commission meetings and other broadcasts.		\$ 20,000
<u>63.25</u>	<u>MEMBERSHIPS and DUES</u> - Provides for the Town's membership in the Truckee/North Tahoe Transportation Management Association (TNT/TMA).		\$ 3,500
<u>63.33</u>	<u>SOFTWARE SUPPLIES</u> - Provides for the following:		\$ 62,000
	- The annual maintenance costs for the Town's enterprise resource software, New World Systems (\$53,000/yr. x 82%; 18% is funded by the Building and Safety Division).	\$ 43,500	
	- The Town's DropBox account which allows for transmission of large file via the internet.	\$ 8,500	
	- The annual update to the Town's electronic document repository system, Laserfiche.	\$ 10,000	
	Note: Updates to Laserfiche used to be budgeted in the Town Clerk and Communications Division. Starting in FY 18/19, they will be included in this section of the budget.		
<u>63.35</u>	<u>GENERAL SUPPLIES</u> - Provides for general town administrative expenses, for example, the supplies needed to create Town employee ID and access cards.		\$ 1,300

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**ECONOMIC DEVELOPMENT
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET**

101.107.00 General Fund.Economic Development.Non-Division

ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
PERSONNEL							
50.11	Wages - Regular Full-time	89,938	134,783	127,323	134,585	5.70%	-0.15%
51.10	Wages - Reimbursed	(4,669)	-	-	-		
54.xx	Benefits	32,790	38,622	34,370	36,003	4.75%	-6.78%
54.61	Deferred Compensation	1,182	1,492	1,581	8,992	468.81%	502.62%
54.81	RHS	3	-	-	-	0.00%	
55.71	Car Allowances	9	-	-	-	0.00%	
	Total Personnel	119,253	174,897	163,274	179,581	9.99%	2.68%
SUPPLIES & SERVICES							
60.15	Education & Training	2,731	2,500	150	2,500	1566.67%	0.00%
61.00	Professional Services	23,668	60,000	8,000	10,000	25.00%	-83.33%
63.05	Advertising	2,317	10,000	500	1,500	200.00%	-85.00%
63.15	Visitor Center Operations	164,780	169,950	169,950	175,048	3.00%	3.00%
63.16	Marketing & Promotions	220,220	226,827	226,600	233,399	3.00%	2.90%
63.25	Memberships & Dues	12	-	54	50	-7.41%	
63.33	Software Supplies	10,000	19,000	18,100	18,100	0.00%	-4.74%
63.35	General Supplies	968	5,000	500	500	0.00%	-90.00%
63.50	Postage, Freight & Delivery	107	100	-	100	0.00%	0.00%
63.65	Community Event Support	53,485	17,000	8,112	7,200	-11.24%	-57.65%
63.66	Holiday & Special Event Shuttle	61,312	-	-	-	0.00%	
63.70	Telephone	917	800	1,100	1,100	0.00%	37.50%
	Total Supplies & Services	540,517	511,177	433,066	449,497	3.79%	-12.07%
CAPITAL OUTLAY							
77.10	Transfer to Capital Projects - Econ Devt Designation	738,171	-	-	250,000	0.00%	
77.10	Transfer to Transit Fund	-	-	46,551	108,400	132.86%	
80.20	Computer Equipment	-	1,800	2,143	-	-100.00%	-100.00%
80.50	Econ. Development Infrastructure Prog.	52,900	195,000	15,000	100,000	566.67%	-48.72%
80.53	Econ. Development Partnership Prog.	-	50,000	-	50,000	0.00%	0.00%
	Total Capital Outlay	791,071	246,800	63,694	508,400	698.19%	106.00%
	Total Expenditures	1,450,842	932,874	660,035	1,137,478	72.34%	21.93%
	Less: Expenditures from Designation	(791,071)	(237,988)	(17,143)	(400,000)	0.00%	68.08%
	Funded by Designation	(791,071)	(237,988)	(17,143)	(400,000)	0.00%	68.08%
	TOTAL	659,770	694,886	642,892	737,478	14.71%	6.13%

PROPOSED

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**ECONOMIC DEVELOPMENT
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.107.00 General Fund.Economic Development.Non-Division

ACTIVITY DESCRIPTION

The primary purpose of the Economic Development Division is to implement economic development activities to support the Town Council's current priorities, the Town's General Plan and other policy documents. Goals for FY 18/19 include supporting the Chamber's efforts to implement the place based marketing program; implementing the updated special events policy; coordinating with Sierra Business Council's Small Business Development Center to issue the microenterprise and small business assistance loans, and providing technical assistance programs to small businesses in the area; continuing to monitor and respond to business inquiries generated through OpenCounter; and supporting Truckee's Cultural District partnership with the Truckee Chamber of Commerce and Truckee Public Arts Commission.

During FY 17/18 the Economic Development Division issued a request for interest for a development partner in the West River Site redevelopment project. The Town has begun discussions with two potential development partners and has initiated a geotechnical study and site appraisal to inform design and planning. The FY 17/18 Economic Development Division budget included professional services to support this initial planning. Beginning in FY 18/19 the budget for this project is included in C1907 in the Capital Improvement Projects section of this budget.

The Town collects a 2% assessment on short-term rentals on behalf of the Truckee Tourism Business Improvement District (TBID) that is remit directly to the Truckee Chamber of Commerce for management. For FY 18/19, staff estimates that approximately \$630,000 in TBID assessments will be remit to the Truckee Chamber of Commerce for marketing and other purposes pursuant to the TBID Management Agreement. Per the agreement, the Town retains 1% of the total assessments collected to offset the costs of collection, which is included in the revenue section of this budget.

PERSONNEL

BUDGET

<u>50.11</u>	<u>WAGES - REGULAR FULL-TIME</u> - Provides for one (1) Management Analyst, 20% of the salary of one (1) Administrative Analyst II (80% allocated to Transit) and 10% of the salary of one (1) Administrative Analyst II (90% allocated to Solid Waste). Staff assessed the staff allocations and changed the allocation of one of the Administrative Analyst II's from 20% down to 10% to better reflect actual staff time spent on the work for this division.	\$ 134,585
<u>51.10</u>	<u>WAGES - REIMBURSED</u> - Provides for reimbursements from the Town's self-insured pool, PARSAC for staff member wages while out on worker's compensation leave.	-
<u>54.xx</u>	<u>BENEFITS</u> - Provides for benefits such as workers' compensation, Town-paid payroll taxes, retirement benefits, health coverage, dental coverage, life insurance, optical coverage and Town-paid Medicare contributions. The Town's worker's compensation cost is developed based on actual experiences and due to low worker's compensation incidents in the last few years, the Town's rate has decreased. The effect of this decrease is offset by increases in other benefits, particularly pension costs.	\$ 36,003
<u>54.61</u>	<u>DEFERRED COMPENSATION</u> - Provides for deferred compensation as negotiated by employee groups. FY 18/19 budget includes estimates for amounts as offered under the memoranda of understanding currently under negotiation by the Town and employee groups.	\$ 8,992

**ECONOMIC DEVELOPMENT
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.107.00 General Fund.Economic Development.Non-Division

SUPPLIES and SERVICES

BUDGET

<u>60.15</u>	<u>EDUCATION and TRAINING</u> - Provides for staff attendance at economic development workshops and seminars. Staff only attends conferences when the topics available are relevant to current division priorities. As such, staff is maintaining the budget level despite fluctuations in usage.	\$ 2,500
<u>61.00</u>	<u>PROFESSIONAL SERVICES</u> - Provides for third party consultants to work on economic programs outside the scope of current staff expertise. Estimated actuals for FY 17/18 include partial funding for county-wide arts economic impact study (\$3,000). Budget was decreased for FY 18/19 because the West River Site Redevelopment is proposed as a separate CIP (C1817) beginning with estimated actuals for FY 17/18.	\$ 10,000
<u>63.05</u>	<u>ADVERTISING</u> - Provides for public education elements, including the purchase of print advertisements in local publications, social media advertising and other promotional activity for Town programs and services.	\$ 1,500
<u>63.15</u>	<u>VISITOR CENTER OPERATIONS</u> - Provides for the Town's portion of the costs to operate the Visitor Center, including management of janitorial services in the depot. Increase based on contract with Truckee Chamber of Commerce.	\$ 175,048
<u>63.16</u>	<u>MARKETING and PROMOTIONS</u> - Provides for a Tourism Marketing Program and Integrated Marketing to promote economic development. Both programs are contracted to be provided by the Truckee Chamber of Commerce, as approved by the Town Council.	\$ 233,399
<u>63.25</u>	<u>MEMBERSHIPS and DUES</u> - Provides for miscellaneous membership costs as needed.	\$ 50
<u>63.33</u>	<u>SOFTWARE SUPPLIES</u> - Provides for the following:	\$ 18,100
	- The annual renewal fee for OpenCounter, a business development software which improves the public's access to the Town's planning and permitting information.	\$ 10,000
	- The annual renewal for ZoomProspector, a business analytics software which provides in-depth community infographics, economic data and business climate information. The Town hopes to use this to help promote Truckee as a desirable business location.	\$ 8,100
<u>63.35</u>	<u>GENERAL SUPPLIES</u> - Provides for miscellaneous supplies for meetings and other division activities.	\$ 500
<u>63.50</u>	<u>POSTAGE, FREIGHT and DELIVERY</u> - Provides for postage and mailing costs.	\$ 100
<u>63.65</u>	<u>COMMUNITY EVENT SUPPORT</u> - Provides support for special events taking place in Truckee. Includes holiday decoration of Town owned downtown property (\$7,200).	\$ 7,200
<u>63.70</u>	<u>TELEPHONE</u> - Provides for an allocation of costs associated with base and long distance telephone rates, the optical fiber network internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for a portion of staff cellular service and associated equipment.	\$ 1,100

**ECONOMIC DEVELOPMENT
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.107.00 General Fund.Economic Development.Non-Division

<u>CAPITAL OUTLAY</u>	<u>BUDGET</u>
<p><u>77.10</u> <u>TRANSFERS OUT</u> - Provides for the following:</p> <ul style="list-style-type: none"> - Transfer to the Five-year Capital Improvement Project budget: FY 18/19 spending is \$ 250,000 focused on the Railyard Development Agreement Implementations in C1711. - Transfer to the Transit Fund: For shuttles to Truckee Thursdays, the July 4th Parade, and \$ 108,400 during the week between Christmas and New Year's, includes operations and marketing. If the Town is able to procure additional contributions from outside agencies or groups, this funding requirement could go down. 	<p>\$ 358,400</p>
<p><u>80.50</u> <u>ECONOMIC DEVELOPMENT INFRASTRUCTURE PROGRAM</u> - Provides for the implementation of Council approved economic development incentive infrastructure programs. These programs are intended to provide funding for projects that develop or enhance the physical infrastructure needed to attract or retain business or enhance the Town's economic climate. Estimated actuals for FY 17/18 includes matching funds for the Truckee River Watershed Council for a State Water Resources Control Board grant to support the Truckee River Revitalization project (\$15,000). FY 18/19 provides funding for streetscape improvement loans to support the Town's streetscape improvement program and commercial row streetscape beautification project.</p>	<p>\$ 100,000</p>
<p><u>80.53</u> <u>ECONOMIC DEVELOPMENT PARTNERSHIP PROGRAM and OPPORTUNITY BASED FUNDS</u> - Provides funds to develop strategic partnerships to grow sustainable jobs, increase the tax base, and diversify the local economy. Use of these funds will support Town Council goals and Town policies, be opportunity driven and will require Council authorization. There are no specific projects identified for funding in FY 18/19 at this time.</p>	<p>\$ 50,000</p>

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**INFORMATION TECHNOLOGY
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET**

101.108.00 General Fund.Economic Development.Non-Division

ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
PERSONNEL							
50.11	Wages - Regular Full-time	-	-	-	281,751	0.00%	
50.15	Wages - Temporary/Seasonal	-	-	-	7,500	0.00%	
50.31	Overtime - Regular Full-time	-	-	-	100	0.00%	
54.xx	Benefits	-	-	-	129,809	0.00%	
54.61	Deferred Compensation	-	-	-	13,684	0.00%	
54.81	RHS	-	-	-	326	0.00%	
55.71	Car Allowances	-	-	-	748	0.00%	
	Total Personnel	-	-	-	433,917	0.00%	
SUPPLIES & SERVICES							
60.15	Education & Training	-	-	-	9,000	0.00%	
61.00	Professional Services	-	-	-	94,320	0.00%	
63.05	Advertising	-	-	-	250	0.00%	
63.33	Software Supplies	-	-	-	20,850	0.00%	
63.35	General Supplies	-	-	-	1,000	0.00%	
63.37	IT Supplies	-	-	-	3,500	0.00%	
63.55	Printing	-	-	-	80	0.00%	
63.70	Telephone	-	-	-	2,300	0.00%	
69.20	Vehicles - Mileage	-	-	-	150	0.00%	
	Total Supplies & Services	-	-	-	131,450	0.00%	
	TOTAL	-	-	-	565,367	0.00%	

Note: The budget for this Division was primarily allocated from the Administrative Services Division starting in FY 18/19. Please see the description for this Division for more details.

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**INFORMATION TECHNOLOGY
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.108.00 General Fund.Information Technology.Non-Division

ACTIVITY DESCRIPTION

During FY 17/18, an information technology (IT) strategic study was completed which reviewed the Town's current IT needs and projected those needs over the foreseeable future. From this study, an IT Strategic Plan was developed. The Plan identified a staffing deficiency and indicated that the Town's IT needs would continue to increase over the coming years. To help the Town staff better track the Town's IT needs, the IT budget has been split into its own division, as shown here. A majority of the amounts allocated to this division were previously allocated to the Administrative Services Division and the General Government Division.

The IT division is responsible for providing information technology services to the Town Council, Town Manager and Town Departments. Priorities for FY 18/19 include implementing the results of the IT Strategic Plan, upgrading outdated Cisco (phones) networking equipment, rolling out a newer version of Microsoft Office to all Town employees, adding disaster recovery systems and upgrading file servers.

The staffing for the IT budget has been allocated primarily from the Administrative Services Division. This budget includes an additional IT staff member position. This position is being proposed based on the recommendations of the IT Strategic Plan. Although the Plan concluded that the IT department is short 2.5 employees, staff is only recommending adding one person to the division, at this time. The exact nature of the position will be determined before actually filling the position. This position will help address the Town's geographic information system needs.

PERSONNEL

BUDGET

<u>50.11</u>	<u>WAGES - REGULAR FULL-TIME</u> - Provides for 20% of the salary of the Administrative Services Director, one (1) Information Technology Supervisor, one (1) Information Technology staff member and one (1) Information Technology Technician.	\$ 281,751
<u>50.15</u>	<u>WAGES - TEMPORARY/SEASONAL</u> - Provides for one (1) part-time intern to work on various projects.	\$ 7,500
<u>50.31</u>	<u>OVERTIME - REGULAR FULL-TIME</u> - Provides for overtime costs for non-exempt employees to work outside of normal working hours on critical IT projects, as they may arise.	\$ 100
<u>54.xx</u>	<u>BENEFITS</u> - Provides for benefits such as workers' compensation, Town-paid payroll taxes, retirement benefits, health coverage, dental coverage, life insurance, optical coverage and Town-paid Medicare contributions. The Town's worker's compensation cost is developed based on actual experiences and due to low worker's compensation incidents in the last few years, the Town's rate has decreased. This decrease is offset by increases in other benefits, particularly pension costs.	\$ 129,809
<u>54.61</u>	<u>DEFERRED COMPENSATION</u> - Provides for deferred compensation as negotiated by employee groups. FY 18/19 budget includes estimates for amounts as offered under the memoranda of understanding currently under negotiation by the Town and employee groups.	\$ 13,684
<u>54.81</u>	<u>RHS</u> - Retirement Health Savings (RHS) provided as negotiated by employee groups.	\$ 326
<u>55.71</u>	<u>CAR ALLOWANCE</u> - Provides funds for the use of the Administrative Services Director's private vehicle on Town business (20%).	\$ 748

INFORMATION TECHNOLOGY
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.108.00 General Fund.Information Technology.Non-Division

SUPPLIES and SERVICES

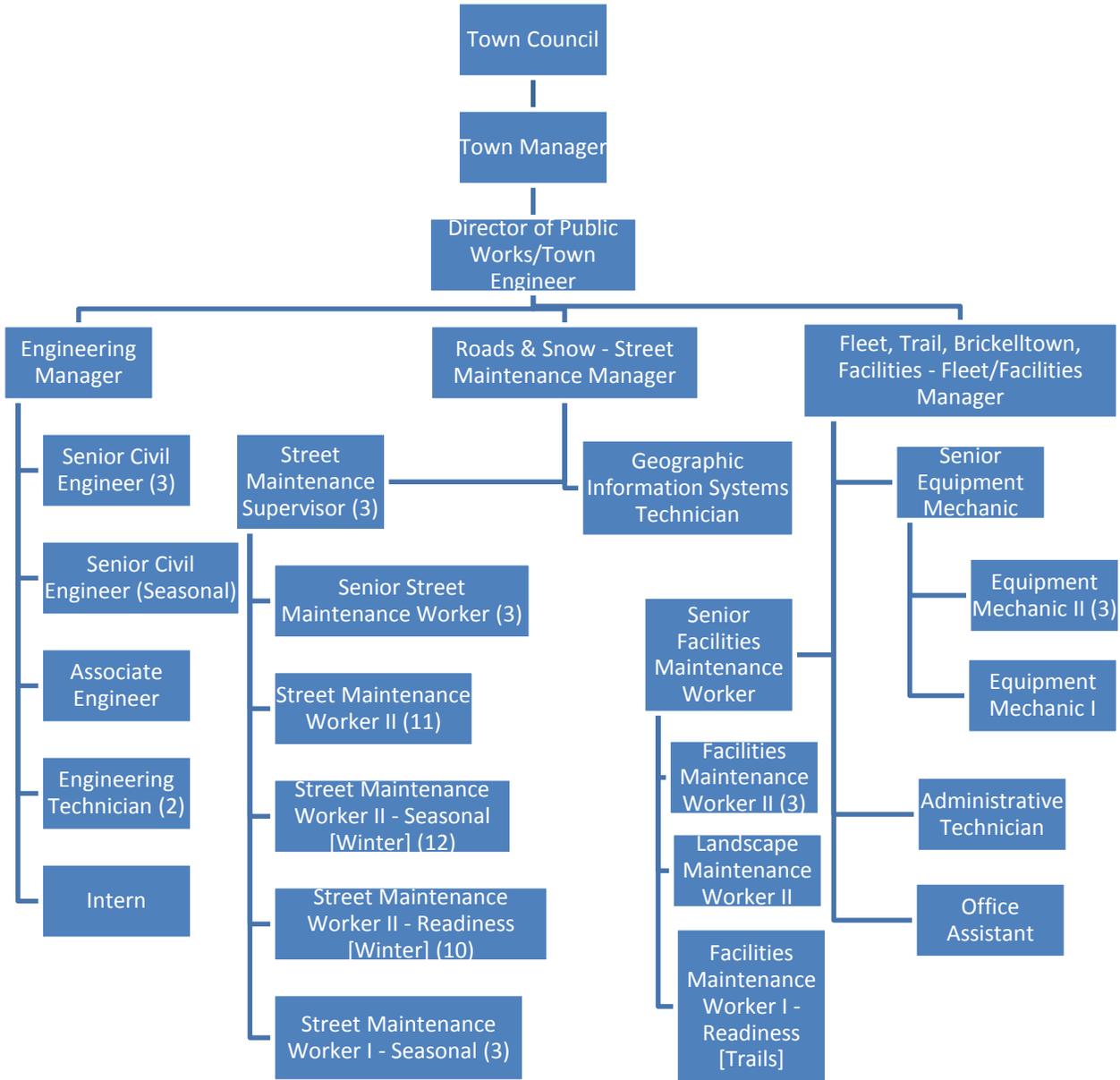
<u>60.15</u>	<u>EDUCATION and TRAINING</u> - Provides for staff training at conferences and on-line training. Training activities anticipated to include but are not limited to attendance at the annual Tyler Technologies conference and renewal of an online training subscription for various IT training topics.	\$ 9,000
<u>61.00</u>	<u>PROFESSIONAL SERVICES</u> - Provides for the following: - Technical support services related to the Town's telephone system and computer network to assist IT Supervisor when the skills necessary are beyond the capacity of current staff. \$ 10,000 - Disaster Recovery System fees including a monthly phone line, Nevada County fee and software support. \$ 20,320 - IT Consultant. \$ 64,000 Note: Vacancies in the IT department are filled with a consultant. The Department expects to fill the empty positions at the beginning of FY 18/19 and will attempt to limit consultant hours as soon as the new employees are sufficiently trained.	\$ 94,320
<u>63.05</u>	<u>ADVERTISING</u> - Provides for vacant position advertising as needed.	\$ 250
<u>63.33</u>	<u>SOFTWARE SUPPLIES</u> - Provides for the following: - Yearly license fees for the secure socket layer (SSL) certificates for the Town Website. \$ 800 - The yearly licensing fee for the IT work order software. \$ 350 - The yearly licensing fees for the Town's phone (Cisco) devices. \$ 2,250 - The yearly renewal for anti-virus protection software. \$ 1,000 - Monthly server backups (\$275 per month) and the yearly maintenance fee for the server backup provider (\$6,500). \$ 9,800 - Miscellaneous software costs as they may arise. \$ 6,650	\$ 20,850
<u>63.35</u>	<u>GENERAL SUPPLIES</u> - Provides for miscellaneous office supplies and small equipment, as needed.	\$ 1,000
<u>63.37</u>	<u>IT SUPPLIES</u> - Provides for disks, DVD, wires and other small IT supplies.	\$ 3,500
<u>63.55</u>	<u>PRINTING</u> - Provides for miscellaneous printing costs as needed.	\$ 80
<u>63.70</u>	<u>TELEPHONE</u> - Provides for an allocation of costs associated with base and long distance telephone rates, the optical fiber network internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for staff cellular phone service and equipment.	\$ 2,300
<u>69.20</u>	<u>VEHICLES - MILEAGE</u> - Provides for staff mileage as needed to service Public Works and Facility departments' computers when a Town vehicle is not available.	\$ 150

SECTION 5 - PUBLIC WORKS EXPENDITURES

PUBLIC WORKS ORGANIZATION CHART
ENGINEERING EXPENDITURES
ROAD MAINTENANCE EXPENDITURES
SNOW REMOVAL EXPENDITURES
FLEET MAINTENANCE EXPENDITURES
TRAILS MAINTENANCE EXPENDITURES
BRICKELLTOWN MAINTENANCE DISTRICT EXPENDITURES
FACILITIES MAINTENANCE EXPENDITURES

PROPOSED

**PUBLIC WORKS ORGANIZATION CHART
TOWN OF TRUCKEE
2018/19 BUDGET**



**PUBLIC WORKS - ENGINEERING
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET**

101.115.00 General Fund.Engineering.Non-Division		2016/17	2017/18	2017/18	2018/19	% CHG BUD	% CHG BUD
ACCOUNT		ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	PROPOSED BUDGET	TO EA	TO BUD
PERSONNEL							
50.11	Wages - Regular Full-time	782,173	807,099	774,698	853,304	10.15%	5.72%
50.14	Wages - Part-time	-	-	-	-	0.00%	
50.15	Wages - Temporary/Seasonal	8,190	8,250	18,492	46,389	150.86%	462.29%
50.31	Overtime - Regular Full-time	1,190	2,500	-	2,500	0.00%	0.00%
54.xx	Benefits	320,700	357,817	326,432	404,675	23.97%	13.10%
54.61	Deferred Compensation	24,486	26,813	44,251	39,524	-10.68%	47.41%
54.81	RHS	801	818	750	1,099	46.53%	34.35%
55.71	Car Allowances	3,059	2,904	2,792	4,183	49.82%	44.04%
	Total Personnel	1,140,599	1,206,200	1,167,415	1,351,674	15.78%	12.06%
SUPPLIES & SERVICES							
60.10	Uniforms	380	600	200	600	200.00%	0.00%
60.15	Education & Training	8,312	14,500	14,500	20,000	37.93%	37.93%
61.00	Professional Services	13,798	25,000	15,000	25,000	66.67%	0.00%
61.15	Prof Svcs - Water Quality Monitoring	5,465	-	-	-	0.00%	
61.16	Stormwater Program Implementation	20,935	21,000	21,000	21,000	0.00%	0.00%
63.05	Advertising	-	300	100	300	200.00%	0.00%
63.25	Memberships & Dues	1,409	1,400	1,600	1,400	-12.50%	0.00%
63.30	Document Imaging	1,650	7,500	6,500	2,000	-69.23%	-73.33%
63.33	Software Supplies	7,527	9,000	8,000	15,750	96.88%	75.00%
63.35	General Supplies	4,925	6,000	4,000	6,000	50.00%	0.00%
63.40	Permits, Licenses & Fees	-	100	100	100	0.00%	0.00%
63.50	Postage, Freight & Delivery	302	350	350	350	0.00%	0.00%
63.55	Printing	-	300	700	700	0.00%	133.33%
63.56	Publications	449	400	100	400	300.00%	0.00%
63.70	Telephone	7,100	10,500	10,500	10,500	0.00%	0.00%
66.20	Repairs & Maint - Office Equip	-	100	-	100	0.00%	0.00%
66.50	Small Tools	-	500	100	300	200.00%	-40.00%
67.12	Signal Maintenance	28,779	25,000	25,000	25,000	0.00%	0.00%
69.10	Vehicles - Fuel	1,388	2,400	1,800	2,400	33.33%	0.00%
69.20	Vehicles - Mileage	-	300	100	300	200.00%	0.00%
69.70	Vehicles & Equip - R & M	-	100	100	100	0.00%	0.00%
69.76	Fleet Maintenance Allocation	356	5,265	317	3,826	1107.37%	-27.33%
	Total Supplies & Services	102,775	130,615	110,067	136,126	23.68%	4.22%
CAPITAL OUTLAY							
80.20	Computer Equipment	2,541	3,550	4,000	1,800	-55.00%	-49.30%
80.34	Fleet Replacement Fund	3,900	3,900	3,900	3,900	0.00%	0.00%
	Total Capital Outlay	6,441	7,450	7,900	5,700	-27.85%	-23.49%
	TOTAL	1,249,815	1,344,266	1,285,382	1,493,500	16.19%	11.10%
Less: Offsetting Revenues							
42.28	Engineering Fees - Plan Check	(170,488)	(115,000)	(300,000)	(150,000)	0.00%	30.43%
45.73	Water Quality Monitoring Reimb,	(16,360)	(8,000)	(13,450)	-	0.00%	-100.00%
46.25	Capital Labor Charge	(363,540)	(325,000)	(200,000)	(200,000)	0.00%	-38.46%
	Net Expenditures after Revenues	699,426	896,266	771,932	1,143,500	48.13%	27.58%

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PUBLIC WORKS - ENGINEERING
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.115.00 General Fund.Engineering.Non-Division

ACTIVITY DESCRIPTION

The Engineering Division is responsible for supervision and preparation of project plans for the Town; being a liaison between the Town and other agencies on engineering matters; implementation of many Capital Improvement Projects (CIPs); review and approval of maps, encroachment permits and improvement plans; advising the Planning Commission and Town Council on traffic, drainage and other engineering matters; and designating the signing and marking of Town streets for traffic safety. The Engineering Division also assists Community Development in the review of land-use development projects.

Departmental goals for FY 18/19 include the following: complete the road maintenance CIPs as outlined in the Pavement Maintenance Program; continue the design of the Truckee River Legacy Trail Phase 4 project; implement the Envision DPR undergrounding project in 2018 and plan for the Envision DPR sidewalk project in 2019; design of the Northwoods/Donner Pass Road roundabout; design improvements to the Donner Pass Road/Bridge Street/West River Street intersections; design and construct the Coldstream Road Culvert Replacement project; design of the Church Street Extension project; design for Donner Pass Road/Stockrest Springs and Donner Pass Road/Coldstream Road/I-80 roundabouts; initiate design of the West River Streetscape project; continue to work with the community and developers on the Railyard Development, Coldstream Specific Plan, and Joerger Ranch projects; coordinate the encroachments of all utilities, as well as the encroachments of new building construction; provide construction inspection services for all private construction performed in the right-of-way and onsite grading and drainage work performed; provide technical assistance to the Community Development Department and the Public Works Department; continue management of signage; and ongoing implementation of the National Pollutant Discharge Elimination System (NPDES) permit and associated storm water management plan. The budget for many of these goals is included in the Five Year Capital Improvement Project (CIP) section of this budget.

Staffing resources spent by the division on private development projects has increased and this trend is expected to continue. As the projects are driven by the private sector, staff has no control over the level of demand, but must be prepared to respond when projects arise. As such, the responsibility to review private development projects has been expanded to include more division staff although the division has continued to allocate staffing resources toward the implementation of the Capital Improvement Plan. The division continues to use outside consultants for the design of the larger capital projects, while the management of these various capital projects has been spread out more among the division staff.

The FY 18/19 budget includes a Temporary/Seasonal Engineering Intern position to assist with development of GIS data, public events, and stormwater outfall monitoring. The division plans to continue to use seasonal employees to assist with construction management and inspection, although this expense is charged almost entirely to the CIP budget.

Engineering staff time will continue to be billed to non-General Fund capital improvement projects for reimbursement wherever possible (using funding sources such as grant funding, Measure V Sales Tax Fund, Measure R Sales Tax Fund, Tahoe Donner TSSA Fund, and Glenshire TSSA Fund). The reimbursement will be recorded as General Fund revenue but it is shown on the engineering expenditure page to illustrate the net impact of staffing costs charged to the General Fund. Private development and potential Railyard construction will be monitored to assess the need to increase staffing.

PUBLIC WORKS - ENGINEERING**TOWN OF TRUCKEE****2018/19 EXPENDITURES BUDGET DETAIL**

101.115.00 General Fund.Engineering.Non-Division

PERSONNEL**BUDGET**

<u>50.11</u>	<u>WAGES - REGULAR FULL-TIME</u> - Provides for 61% of the salary of the Public Works Director/Town Engineer (PWD/TE) (4% allocated to Road Maintenance, 10% to Snow Removal, 2% to Fleet Maintenance, 5% to Trails, 2% to Brickelltown, 10% to Facilities Maintenance, and 6% to Public Transit); one (1) Engineering Manager; three (3) Senior Civil Engineers; one (1) Associate Engineer; one(1) Engineering Technician II; and one (1) Engineering Technician I. During FY 17/18, the Town's Assistant Engineer met the qualifications and job duties of an Associate Engineer and was promoted. There budget for FY 18/19 includes an Associate Engineer and no Assistant Engineer.	\$ 853,304
<u>50.15</u>	<u>WAGES - TEMPORARY/SEASONAL</u> - Provides for one (1) temporary intern position to assist with day-to-day technical support for the Engineering Division and one (1) seasonal Senior Civil Engineer to work on encroachment permits when they arise. The estimated actuals for FY 17/18 includes some work by a seasonal Associate Engineer who worked on encroachment permits. The cost of this position was previously allocated to the CIP budget.	\$ 46,389
<u>50.31</u>	<u>OVERTIME - REGULAR FULL-TIME</u> - Provides overtime for hourly positions to assist with summer construction inspection and day-to-day technical support for the Engineering Division.	\$ 2,500
<u>54.xx</u>	<u>BENEFITS</u> - Provides for benefits such as workers' compensation, Town-paid payroll taxes, retirement benefits, health coverage, dental coverage, life insurance, optical coverage and Town-paid Medicare contributions. The Town's worker's compensation cost is developed based on actual experiences and due to low worker's compensation incidents in the last few years, the Town's rate has decreased. This decrease is offset by increases in other benefits, particularly pension costs.	\$ 404,675
<u>54.61</u>	<u>DEFERRED COMPENSATION</u> - Provides for deferred compensation as negotiated by employee groups. FY 18/19 budget includes estimates for amounts as offered under the memoranda of understanding currently under negotiation by the Town and employee groups.	\$ 39,524
<u>54.81</u>	<u>RHS</u> - Retirement Health Savings (RHS) provided as negotiated by employee groups. Increase due to reallocation of PWD/TE's time based on historical time spent per division.	\$ 1,099
<u>55.71</u>	<u>CAR ALLOWANCE</u> - Provides funds for the use of the Public Works Director/Town Engineer's private vehicle on Town business (61%). Increase due to reallocation of PWD/TE's time based on historical time spent per division.	\$ 4,183

SUPPLIES and SERVICES

<u>60.10</u>	<u>UNIFORMS</u> - Provides for a boot allowance (\$300 per employee every two years) for engineering personnel as needed as well as replacement of personal protective equipment such as hard hats and safety vests.	\$ 600
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PUBLIC WORKS - ENGINEERING
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.115.00 General Fund.Engineering.Non-Division

SUPPLIES and SERVICES (cont'd)

BUDGET

<u>60.15</u>	<u>EDUCATION and TRAINING</u> - Adequate training is crucial for the division staff to stay up-to-date on current practices and to remain proficient in various software applications. This provides for participation in conferences such as the League of California Cities (LCC) Annual Conference and the California Stormwater Quality Association (CASQA) Annual Conference. Training opportunities could also include attendance at educational seminars on various subjects, including the California Environmental Quality Act (CEQA), traffic engineering, drainage design, Subdivision Map Act, construction management, Geographic Information Systems (GIS) and project management. Increase to accommodate additional training opportunities for staff, particularly GIS opportunities.	\$ 20,000
<u>61.00</u>	<u>PROFESSIONAL SERVICES</u> - Provides for contract engineering inspectors for utility encroachment inspections and private development inspections. Costs associated with these inspections are offset by application fees. Also provides for outside survey, traffic and design services not related to specific capital improvement projects, and on-call grant related services. This budget is used for a variety of smaller contracts and the total amount required each year is hard to predict. Although it has been as high as \$37,000 in the past five years, only \$25,000 has been included for FY 18/19.	\$ 25,000
<u>61.16</u>	<u>STORMWATER PROGRAM IMPLEMENTATION</u> - Since July 1, 2013, the Town has been under the NPDES Phase 2 General Permit for Small Municipal Separate Storm Sewer Systems (MS4s). This budget item provides for anticipated costs associated with implementation of the permit. Provides for permit fees of approximately \$9,000 per year; potential consultant services; purchase of monitoring equipment; public education/outreach by the Town in cooperation with the Sierra Watershed Education Partnerships (SWEP); and cost of material hand-outs, such as pet waste bags, seeds and brochures. In addition to the costs identified in this budget item, approximately 500 staff hours per year are expended on the program (at \$75/hr), which includes water quality monitoring and implementation of new programs as required by the permit. Note: Less staff is projected to be required in FY 18/19 than in years past. However, a new permit is expected in the near future which will likely result in an increase in staff time. In the past, some of these costs were eligible for grant reimbursement as reflected in the Revenues section of this budget.	\$ 21,000
<u>63.05</u>	<u>ADVERTISING</u> - Provides for public hearing notices or other legal notices required for various public works related projects and activities.	\$ 300
<u>63.25</u>	<u>MEMBERSHIPS and DUES</u> - Provides for the PWD/TE's, Engineering Manager's, Senior Engineers' and Assistant Engineer's membership in the American Public Works Association, American Society of Civil Engineers and Tahoe Truckee Engineers Association. Also provides for engineering license renewals with applicable state licensing boards for the Senior Engineers, the Engineering Manager, the Assistant Engineer, and PWD/TE licenses during renewal years.	\$ 1,400
<u>63.30</u>	<u>DOCUMENT IMAGING</u> - Provides for the outsourcing of documents to be digitally imaged, including the scanning of historic maps. Decrease based on historical usage.	\$ 2,000

PUBLIC WORKS - ENGINEERING
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.115.00 General Fund.Engineering.Non-Division

SUPPLIES and SERVICES (cont'd)

BUDGET

<u>63.33</u>	<u>SOFTWARE SUPPLIES</u> - Provides for the following:	\$ 15,750
	- One-fifth (1/5) of the new ongoing annual maintenance for Cartegraph operating management system (OMS) for management of the Town's infrastructure and roadway assets (this software provides a shared database for the Public Works Department).	\$ 5,800
	- Annual subscription and licensing fees ESRI for geographic information systems (GIS) mapping services, which is integrated with Cartegraph OMS.	\$ 6,600
	- Vantage Point's Geographic Technology Group GIS which provides GIS through the Town's enterprise resource software, New World Systems.	\$ 1,900
	- Annual subscription to AutoCAD, a computer-assisted drafting software.	\$ 600
	- Maintenance or subscription costs for miscellaneous programs such as Microsoft Viso or Adobe Acrobat, as needed.	\$ 900
	Note: The increase budgeted for FY 18/19 is related to new annual software cost associated with upgrades as charged to CIP C1512, GIS 3 Year Strategic Plan.	
<u>63.35</u>	<u>GENERAL SUPPLIES</u> - Provides for office stationery, forms, small items, and equipment.	\$ 6,000
<u>63.40</u>	<u>PERMITS, LICENSES and FEES</u> - Provides for fees or permit costs not related to a specific capital improvement project.	\$ 100
<u>63.50</u>	<u>POSTAGE, FREIGHT and DELIVERY</u> - Provides for postage and special delivery costs.	\$ 350
<u>63.55</u>	<u>PRINTING</u> - Provides for the cost of printing miscellaneous forms and engineering standards. Also provides for photocopying of plans as needed.	\$ 700
<u>63.56</u>	<u>PUBLICATIONS</u> - Provides for reference manuals from sources such as Caltrans, Lahontan, or Engineering News Record.	\$ 400
<u>63.70</u>	<u>TELEPHONE</u> - Provides for an allocation of costs associated with base and long distance telephone rates, the optical fiber network internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for staff cellular phone service, remote internet access for staff iPads and associated equipment.	\$ 10,500
<u>66.20</u>	<u>REPAIR and MAINTENANCE</u> - <u>OFFICE EQUIPMENT</u> - Provides for maintenance and unscheduled repair of office equipment.	\$ 100
<u>66.50</u>	<u>SMALL TOOLS</u> - Provides for purchase of miscellaneous tools needed for field work.	\$ 300
<u>67.12</u>	<u>SIGNAL MAINTENANCE</u> - Provides for power usage from the Truckee Donner Public Utilities District and maintenance provided by the California Department of Transportation for three signals and various other street lights throughout town. Decrease based on historical usage.	\$ 25,000

PUBLIC WORKS - ENGINEERING
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.115.00 General Fund.Engineering.Non-Division

<u>SUPPLIES and SERVICES (cont'd)</u>	<u>BUDGET</u>
69.10 <u>VEHICLES</u> - <u>FUEL</u> - Provides for fuel costs associated with the use of Town-maintained Engineering vehicles.	\$ 2,400
69.20 <u>VEHICLES</u> - <u>MILEAGE</u> - Provides payment to staff for use of a private vehicle on Town business not already provided for under a car allowance or through the education and training budget.	\$ 300
69.70 <u>VEHICLES</u> and <u>EQUIPMENT</u> - <u>REPAIR</u> and <u>MAINTENANCE</u> - Provides for minor repair costs and periodic cleaning of the Engineering division vehicles.	\$ 100
69.76 <u>FLEET MAINTENANCE ALLOCATION</u> - Provides for an allocation of vehicle maintenance costs provided by the Fleet Maintenance Division. In the past, staff used the actual allocation from the most recently completed fiscal year to create the budgeted allocation. This created large fluctuations in the budget when one division's fleet required a substantial amount of maintenance. In order to help smooth the budget year-on-year, staff has switched to a rolling three-year average allocation. Although the changes for FY 18/19 appear large, staff feels that this change will help prevent large fluctuations in the budget going forward. Actual costs allocated will reflect staff time and part costs incurred by the Fleet Maintenance Division.	\$ 3,826
 <u>CAPITAL OUTLAY</u>	
80.20 <u>COMPUTER EQUIPMENT</u> - Provides for one (1) desktop computer (\$1,500) for a Senior Engineer and one (1) new extra wide monitor (\$300).	\$ 1,800
80.34 <u>FLEET REPLACEMENT FUND</u> - Provides for the eventual and identified replacement of the Engineering Division vehicles as part of the Town's Fleet Replacement Plan.	\$ 3,900
 <u>OTHER</u>	
42.28 <u>ENGINEERING FEES</u> - <u>PLAN CHECK</u> - Provides funds from applicants to reimburse the Town for the cost of Engineering services directly related to Plan Check. The Town expects increased development interest over the next couple of years, specifically in commercial development but has budgeted for plan check fees conservatively since the timing of projects is not definitive.	\$ (150,000)
46.25 <u>CAPITAL LABOR CHARGE</u> - Charges for services of Engineering staff working on various capital improvement projects, funded by Impact Fees, Measure R Sales Tax, Measure V Sales Tax and other non-General Fund sources.	\$ (200,000)

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**PUBLIC WORKS - ROAD MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET**

101.116.00 General Fund.Road Maintenance.Non-Division

ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
PERSONNEL							
50.11	Wages - Regular Full-time	676,725	778,358	687,351	806,687	17.36%	3.64%
50.15	Wages - Temporary/Seasonal	51,418	50,430	19,807	51,093	157.95%	1.31%
50.21	Standby Pay	-	1,075	200	1,130	465.12%	5.15%
50.31	Overtime - Regular Full-time	3,142	4,500	3,000	4,500	50.00%	0.00%
50.35	Overtime - Temporary/Seasonal	1,233	2,000	300	2,000	566.67%	0.00%
54.xx	Benefits	291,002	376,361	328,041	403,902	23.13%	7.32%
54.61	Deferred Compensation	6,191	6,920	10,733	24,349	126.87%	251.85%
54.81	RHS	174	186	170	73	-57.13%	-60.80%
55.71	Car Allowance	663	660	634	275	-56.62%	-58.34%
	Total Personnel	1,030,548	1,220,491	1,050,236	1,294,010	23.21%	6.02%
SUPPLIES & SERVICES							
60.10	Clothing & Uniforms	10,014	8,600	8,000	9,000	12.50%	4.65%
60.15	Education & Training	9,706	10,000	5,000	10,000	100.00%	0.00%
61.00	Professional Services	3,007	18,000	5,000	9,000	80.00%	-50.00%
63.05	Advertising	-	1,800	2,000	1,800	-10.00%	0.00%
63.09	Physicals/Background Checks	1,429	2,500	2,000	2,500	25.00%	0.00%
63.10	Communications System Maintenance	1,141	12,000	8,000	12,000	50.00%	0.00%
63.20	Janitorial Supplies	-	250	100	250	150.00%	0.00%
63.25	Memberships & Dues	3,476	3,000	3,000	3,000	0.00%	0.00%
63.33	Software Supplies	6,935	7,700	13,000	9,500	-26.92%	23.38%
63.34	Safety Supplies	8,379	7,000	6,000	7,000	16.67%	0.00%
63.35	General Supplies	7,551	6,000	5,000	6,000	20.00%	0.00%
63.40	Permits, Licenses & Fees	-	4,000	1,000	2,000	100.00%	-50.00%
63.45	Photocopying	890	1,000	1,000	1,000	0.00%	0.00%
63.50	Postage, Freight & Delivery	103	200	100	200	100.00%	0.00%
63.55	Printing	-	250	100	250	150.00%	0.00%
63.56	Publications	644	500	200	500	150.00%	0.00%
63.70	Telephone	8,049	10,000	9,000	11,000	22.22%	10.00%
63.99	Inventory Change	85,402	-	-	-	0.00%	0.00%
66.20	Repairs & Maint. - Office Equip.	-	500	200	500	150.00%	0.00%
66.50	Small Tools	4,374	7,000	7,000	8,000	14.29%	14.29%
67.15	Accidents & Damage	-	1,000	-	1,000	0.00%	0.00%
67.50	Road Oils	38,905	40,000	38,000	40,000	5.26%	0.00%
67.51	Aggregate Products	8,970	14,000	10,000	10,000	0.00%	-28.57%
67.52	Patch Materials	12,252	32,000	15,000	20,000	33.33%	-37.50%
67.55	Signs	14,779	9,000	14,000	9,000	-35.71%	0.00%
67.56	Landfill & Refuse Services	3,816	7,500	5,000	7,500	50.00%	0.00%
67.57	Striping	22,680	48,000	20,000	20,000	0.00%	-58.33%
67.58	Guardrails	3,153	3,000	2,000	3,000	50.00%	0.00%
67.59	Bridges	-	2,000	2,000	2,000	0.00%	0.00%
67.60	Grates	-	6,600	3,000	6,600	120.00%	0.00%
67.62	Erosion Control	440	5,000	3,000	5,000	66.67%	0.00%
67.63	Culvert Pipe	-	4,000	2,000	3,000	50.00%	-25.00%
67.64	Markers	-	1,000	-	1,000	0.00%	0.00%
67.66	Sweeper Brooms	-	-	2,000	2,000	0.00%	0.00%
69.10	Vehicles - Fuel	31,839	63,000	46,000	50,000	8.70%	-20.63%
69.60	Vehicles & Equip - Rental	1,278	18,000	5,000	10,000	100.00%	-44.44%
69.76	Fleet Maintenance Allocation	242,010	373,720	219,824	353,156	60.65%	-5.50%
69.79	Hazardous Waste Disposal & Recycling	448	6,000	4,000	6,000	50.00%	0.00%
	Total Supplies & Services	531,670	734,120	466,524	642,756	37.78%	-12.45%
CAPITAL OUTLAY							
80.20	Computer Equipment	2,534	5,550	5,000	6,000	20.00%	8.11%
80.34	Fleet Replacement Fund	212,616	215,000	215,000	215,000	0.00%	0.00%
80.35	Machinery and Equipment	11,911	15,600	8,100	14,000	72.84%	-10.26%
	Total Capital Outlay	227,062	236,150	228,100	235,000	3.02%	-0.49%
TOTAL		1,789,279	2,190,761	1,744,860	2,171,766	24.47%	-0.87%
Less: Offsetting Revenues							
46.28	Capital Labor Charge - Road Maint.	-	(25,000)	(25,000)	(25,000)	0.00%	0.00%
46.51	Public Works Service Charges - Road Main	(14,744)	(14,000)	(10,000)	(10,000)	0.00%	-28.57%
	Net Expenditures after Revenues	1,774,535	2,176,761	1,734,860	2,136,766	23.17%	-1.84%

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PUBLIC WORKS - ROAD MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.116.00 General Fund.Road Maintenance.Non-Division

ACTIVITY DESCRIPTION

The Public Works Road Maintenance Division is responsible for keeping the Town's infrastructure safe for the traveling public. The Division maintains the asphalt roadways by patching the streets. It is also charged with street sweeping, striping of parking stalls and crosswalks, stencilling of streets, and maintenance of 4,247 roadway signs. The Town has over 283 ditch miles and 155 centerline miles to maintain. These duties include culvert cleaning, brushing of roadside shrubs and trees, and re-establishing drainage ditches on a continuing basis. These tasks are required by the National Pollutant Discharge Elimination System (NPDES) Permit mandated by the State of California which the Public Works Engineering Division is responsible for ensuring the Town is in compliance with. The Road Maintenance budget includes all expenditures associated with maintaining the safety of Truckee's public roadway infrastructure, except for those supplies and services directly related to snow removal.

The Fleet Replacement Plan has been approved by Council for the eventual purchase of replacement equipment. The budgeted wages for full-time employees reflect 60% to Maintenance and 40% to Snow (unless otherwise noted). However, actual wages reflect actual time worked for each division.

The Engineering Division has been systematically replacing some street lines with recessed thermoplastics. Replacements occur on roads where having visible street markings is imperative for traveller's safety. This is expected to result in reduced maintenance costs, in the form of lower paint costs and personnel hours for the Road Maintenance Division as the recessed thermoplastics do not wear away as quickly as regular road paint.

The operational staffing budget is consistent with FY 17/18. On the administrative staffing side, staff is proposing to convert the Road Maintenance and Snow Removal Administrative Technician to a Geographic Information Systems (GIS) Technician and distribute the converted GIS Technician and two Public Works' Administrative Technicians across the following divisions: Road Maintenance, Snow Removal, Fleet Maintenance, Trails Maintenance and Facilities Maintenance. Going forward, the department of Public Works will require a member of the administrative staff to be trained and proficient in the department's GIS product creation, GIS system administration and asset management development, as the departments' GIS needs have increased significantly in the last three years. In addition, all but the Engineering Division of the Public Works Department are switching to one asset management system, provided by Cartegraph.

PERSONNEL

BUDGET

<u>50.11</u>	<u>WAGES - REGULAR FULL-TIME</u> - Provides for 4% of the salary for the Public Works Director/Town Engineer (PWD/TE), one (1) Street Maintenance Manager, three (3) Street Maintenance Supervisors, three (3) Senior Street Maintenance Workers, eleven (11) Street Maintenance Worker IIs, 30% of the wages of one (1) GIS Technician (converted from an Administrative Technician), 15% of the wages of one (1) Administrative Technician and 15% of the wages of one (1) Office Assistant. Except as noted, all full-time employees budgeted in this account are budgeted to the Road Maintenance Division for 60% of the year. All other time is budgeted to the Snow Removal Division.	\$ 806,687
<u>50.15</u>	<u>WAGES - TEMPORARY/SEASONAL</u> - Provides for two (2) Seasonal Maintenance Worker I's to assist with summer maintenance duties and to fill-in for vacations and sick days for full-time personnel as needed. Also provides for one (1) Seasonal Maintenance Worker I to work on special events and 60% of the wages for an intern. Staff time spent on special events is offset via special event fees collected by the Town as reflected in the Revenues section of this budget.	\$ 51,093

PUBLIC WORKS - ROAD MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.116.00 General Fund.Road Maintenance.Non-Division

PERSONNEL (cont'd)

BUDGET

<u>50.21</u>	<u>STANDBY PAY - REGULAR FULL-TIME</u> - Provides compensation to hourly personnel who must remain available for call-out during non-regular working hours.	\$ 1,130
<u>50.31</u>	<u>OVERTIME - REGULAR FULL-TIME</u> - Provides for anticipated overtime costs for personnel as needed for completion of maintenance projects. Also provides for overtime costs associated with coverage on holidays and the 35+/- special events requiring Public Works personnel.	\$ 4,500
<u>50.35</u>	<u>OVERTIME - TEMPORARY/SEASONAL</u> - Provides for overtime pay in emergency situations that require traffic control.	\$ 2,000
<u>54.xx</u>	<u>BENEFITS</u> - Provides for benefits such as workers' compensation, Town-paid payroll taxes, retirement benefits, health coverage, dental coverage, life insurance, optical coverage and Town-paid Medicare contributions. The Town's worker's compensation cost is developed based on actual experiences and due to low worker's compensation incidents in the last few years, the Town's rate has decreased. This decrease is offset by increases in other benefits, particularly pension costs.	\$ 403,902
<u>54.61</u>	<u>DEFERRED COMPENSATION</u> - Provides for deferred compensation as negotiated by employee groups. FY 18/19 budget includes estimates for amounts as offered under the memoranda of understanding currently under negotiation by the Town and employee groups.	\$ 24,349
<u>54.81</u>	<u>RHS</u> - Retirement Health Savings (RHS) provided as negotiated by employee groups. Decrease due to reallocation of PWD/TE's time based on historical time spent per division.	\$ 73
<u>55.71</u>	<u>CAR ALLOWANCE</u> - Provides funds for the use of the PWD/TE's private vehicle on Town business (4%). Decrease due to reallocation of PWD/TE's time based on historical time spent per division.	\$ 275

SUPPLIES and SERVICES

<u>60.10</u>	<u>CLOTHING and UNIFORMS</u> - Provides for 60% of the maintenance and replacement of division uniforms, including a boot allowance totalling \$300 per two year period per eligible employee as negotiated by the employee groups. The price of uniforms is increasing, therefore additional funds are needed to cover the costs of uniforms.	\$ 9,000
<u>60.15</u>	<u>EDUCATION and TRAINING</u> - Provides for a variety of training activities including ESRI GIS; Office of Emergency Services (OES); HazMat and respirator training; comprehensive Occupational Safety and Health Administration (OSHA) programs; International Municipal Signal Association (IMSA) training; Integrity Value Expertise/Experience Support (IVES) Train the Trainer/heavy equipment certification; NPDES training as defined by the State of California; and American Traffic Safety Services Association (ATSSA) Flagger Certification.	\$ 10,000
<u>61.00</u>	<u>PROFESSIONAL SERVICES</u> - Provides for miscellaneous contractor services for roadway maintenance items requiring specialty equipment, skills, or personnel, which are beyond the scope of existing division resources. Also includes a percentage of the tree removal costs necessary to maintain the safety of public roadways.	\$ 9,000

PUBLIC WORKS - ROAD MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.116.00 General Fund.Road Maintenance.Non-Division

<u>SUPPLIES and SERVICES (cont'd)</u>	<u>BUDGET</u>
<u>63.05</u> <u>ADVERTISING</u> - Provides for bid notices, job announcements and other miscellaneous advertising or public information, which may be needed throughout the year.	\$ 1,800
<u>63.09</u> <u>PHYSICALS</u> and <u>BACKGROUND CHECKS</u> - Provides for physical examinations, pre-employment testing, random alcohol and drug testing as per Department of Transportation (DOT) regulations, pulmonary function test for respirator program and audiometric testing.	\$ 2,500
<u>63.10</u> <u>COMMUNICATIONS SYSTEM MAINTENANCE</u> - Provides for 60% of the funding of the radio service contract and the purchase of replacement radios and related equipment.	\$ 12,000
<u>63.20</u> <u>JANITORIAL SUPPLIES</u> - Provides for shop supplies needed for maintenance purposes at the Public Works Yard not covered in the Facilities Maintenance Division section of this budget.	\$ 250
<u>63.25</u> <u>MEMBERSHIP</u> and <u>DUES</u> - Provides for memberships in the American Public Works Association (APWA), ATSSA, IMSA, Bob Sinnett Consulting and Underground Service Alert.	\$ 3,000
<u>63.33</u> <u>SOFTWARE SUPPLIES</u> - Provides for the following:	\$ 9,500
- 60% of the new annual maintenance and yearly licensing costs for ESRI, GIS software. This includes annual license maintenance fees (\$1,250), maintenance fees for one (1) ArcGIS Online license (\$300), one (1) standard single-use license (\$780), one standard Spatial Analyst license (\$180), and one (1) basic single-use license (\$240).	\$ 2,750
- One-fifth (1/5) of the Town's increased annual maintenance costs for Cartegraph Operations Management Systems (OMS) software for asset and inventory tracking.	\$ 5,800
- 60% of five (5) desktop licenses for Vantage Points by Geographic Technologies Group GIS software which integrates with the Town's enterprise resource software, currently in use by the Community Development Department.	\$ 950
<u>63.34</u> <u>SAFETY SUPPLIES</u> - Provides for basic first-aid supplies, personal protective equipment, flashlights, respirator cartridges, ear plugs, fall prevention harnesses, gloves and American National Standards Institute (ANSI) approved safety vests.	\$ 7,000
<u>63.35</u> <u>GENERAL SUPPLIES</u> - Provides for general office supplies, stationery and miscellaneous items.	\$ 6,000
<u>63.40</u> <u>PERMITS, LICENSES</u> and <u>FEES</u> - Provides for 60% of hazardous material permitting required for the Public Service Center by Nevada County Environmental Health. Also provides for air compressor licensing and State Water Resource Control Board NPDES permit. Decrease to bring budget in-line with historical spending.	\$ 2,000
<u>63.45</u> <u>PHOTOCOPYING</u> - Provides for copier usage based on monthly meter readings.	\$ 1,000
<u>63.50</u> <u>POSTAGE, FREIGHT</u> and <u>DELIVERY</u> - Provides for miscellaneous freight charges.	\$ 200

PUBLIC WORKS - ROAD MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.116.00 General Fund.Road Maintenance.Non-Division

<u>SUPPLIES and SERVICES (cont'd)</u>	<u>BUDGET</u>
<u>63.55</u> <u>PRINTING</u> - Provides for various forms printing.	\$ 250
<u>63.56</u> <u>PUBLICATIONS</u> - Provides for subscriptions to a variety of Public Works publications, such as Uniform Construction Standards, necessary to stay up to date on current maintenance standards and regulations.	\$ 500
<u>63.70</u> <u>TELEPHONE</u> - Provides for an allocation of costs associated with base and long distance telephone rates, the optical fiber network internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for 60% of staff cellular phone service, remote internet access for staff iPads and associated equipment. Increase to cover 60% of remote internet service for five (5) iPads to allow employees to connect remotely with the upgraded Cartegraph OMS system.	\$ 11,000
<u>66.20</u> <u>REPAIR and MAINTENANCE - OFFICE EQUIPMENT</u> - Provides for maintenance and unscheduled repair of office equipment.	\$ 500
<u>66.50</u> <u>SMALL TOOLS</u> - Provides for tools for maintenance crews, including hand tools, shovels and rakes. Increase to cover the increasing cost of these items.	\$ 8,000
<u>67.15</u> <u>ACCIDENTS and DAMAGE</u> - Provides for repairs of minor damages to private property that may be caused during maintenance operations.	\$ 1,000
<u>67.50</u> <u>ROAD OILS</u> - Provides for street patching and crack sealing maintenance materials.	\$ 40,000
<u>67.51</u> <u>AGGREGATE PRODUCTS</u> - Provides for base rock, concrete and other aggregate products for routine street maintenance and drainage structures. Less product will be needed as the mild winter left the roads in better condition.	\$ 10,000
<u>67.52</u> <u>PATCH MATERIALS</u> - Provides for asphalt to be utilized by maintenance crews for patching roadways. Less product will be needed as the mild winter left the roads in better condition.	\$ 20,000
<u>67.55</u> <u>SIGNS</u> - Provides for replacement of construction, maintenance, street and regulatory signs and hardware, as well as cones and delineators.	\$ 9,000
<u>67.56</u> <u>LANDFILL and REFUSE SERVICES</u> - Provides for disposal fees at Eastern Regional Landfill and Lockwood Regional Landfill in Reno, NV.	\$ 7,500
<u>67.57</u> <u>STRIPING</u> - Provides for paint and related materials for re-marking parking stalls, crosswalks, stop bars, turn pockets, and roadway centerline stripes. Decrease due to installation of permanent thermoplastic recessed lines on some roadways in FY 17/18 which require less maintenance.	\$ 20,000
<u>67.58</u> <u>GUARDRAILS</u> - Provides for guardrails and related materials to allow street crews to replace damaged guardrails.	\$ 3,000

PUBLIC WORKS - ROAD MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.116.00 General Fund.Road Maintenance.Non-Division

<u>SUPPLIES and SERVICES (cont'd)</u>	<u>BUDGET</u>
<u>67.59</u> <u>BRIDGES</u> - Provides for minor bridge repairs as needed on Town maintained bridges.	\$ 2,000
<u>67.60</u> <u>GRATES</u> - Provides for 60% of the funds needed to purchase grates.	\$ 6,600
<u>67.62</u> <u>EROSION CONTROL</u> - Provides for purchase of straw bales, silt fence and other erosion control devices to be used during various drainage projects and to comply with potential NPDES permit requirements.	\$ 5,000
<u>67.63</u> <u>CULVERT PIPE</u> - Provides for materials for repairing or improving minor drainage systems. Although staff has decreased the budget for this line, the budgeted amount remains higher than in an average year due to necessary replacement of top hat assemblies.	\$ 3,000
<u>67.64</u> <u>MARKERS</u> - Provides for delineators for marking road sections and cross culverts.	\$ 1,000
<u>67.66</u> <u>SWEEPER BROOMS</u> - Providers for the purchase of replacement sweeper brooms. Separating this cost out of other accounts to better tracking costs.	\$ 2,000
<u>69.10</u> <u>VEHICLES - FUEL</u> - Provides for fuel costs for all Public Works vehicles utilized on road maintenance activities. Budgeted fuel dollars are based on historical averages. The decrease is based on a switch in the calculation used to budget for this figure. Staff switched to using a five year average mileage. The decrease due to the change in mileage is offset by a conservatively estimated 5% increase in gas prices.	\$ 50,000
<u>69.60</u> <u>VEHICLES and EQUIPMENT - RENTAL</u> - Provides for the rental of equipment as needed. The budget decrease is to bring the budget in-line with historical usage.	\$ 10,000
<u>69.76</u> <u>FLEET MAINTENANCE ALLOCATION</u> - Provides for an allocation of vehicle maintenance costs provided by the Fleet Maintenance Division. In the past, staff used the actual allocation from the most recently completed fiscal year to create the budgeted allocation. This created large fluctuations in the budget when one division's fleet required a substantial amount of maintenance. In order to help smooth the budget year-on-year, staff has switched to a rolling three-year average allocation. Although the changes for FY 18/19 appear large, staff feels that this change will help prevent large fluctuations in the budget going forward. Actual costs allocated will reflect staff time and part costs incurred by the Fleet Maintenance Division.	\$ 353,156
<u>69.79</u> <u>HAZARDOUS WASTE DISPOSAL and RECYCLING</u> - Provides for the cost of restocking HazMat clean-up and recycling supplies and disposing of hazardous material waste.	\$ 6,000
 <u>CAPITAL OUTLAY</u>	
<u>80.20</u> <u>COMPUTER EQUIPMENT</u> - Provides for 60% of four (4) desktop computers according to the Town's Computer Replacement Plan (\$1,500 each) and 60% of five (5) iPads with cellular functionality (\$800 each) to provide additional employees remote access to the upgraded Cartegraph OMS system.	\$ 6,000

**PUBLIC WORKS - ROAD MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.116.00 General Fund.Road Maintenance.Non-Division

CAPITAL OUTLAY (cont'd)

BUDGET

<u>80.34</u>	<u>FLEET REPLACEMENT FUND</u> - Provides for the eventual and identified replacement of the Road Maintenance Division vehicles as part of the Town's Fleet Replacement Plan.	\$ 215,000
<u>80.35</u>	<u>MACHINERY and EQUIPMENT</u> - Provides for 60% of an attenuator trailer to help protect the back of a host vehicle for street sweeping. The trailer also lessens the impact on a car should it rear-end the host vehicle.	\$ 14,000

OTHER

<u>46.28</u>	<u>CAPITAL LABOR CHARGE - ROAD MAINTENANCE</u> - Charges for services of Public Works Road Maintenance Division staff working on various capital improvement projects, funded by impact fees, Measure R Sales Tax, Measure V Sales Tax and other non-General Fund sources. FY 18/19 will be the second year the Road Maintenance divisions staff costs are broken out separately. Staff is still working to establish ongoing budget levels.	\$ (25,000)
<u>46.51</u>	<u>PUBLIC WORKS SERVICE CHARGES - ROAD MAINTENANCE</u> - Reflects reimbursement to Public Works for invoiced labor, vehicle and/or equipment costs associated with community special events and maintenance of the Town Parking District's parking lots.	\$ (10,000)

PUBLIC WORKS - SNOW REMOVAL

TOWN OF TRUCKEE

2018/19 EXPENDITURES BUDGET

101.117.00 General Fund.Snow Removal.Non-Division

ACCOUNT	2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD	
PERSONNEL							
50.11	Wages - Regular Full-time	572,372	550,020	560,735	559,547	-0.21%	1.73%
50.15	Wages - Temporary/Seasonal	149,815	156,145	125,082	175,655	40.43%	12.49%
50.16	Wages - Readiness	63,374	51,167	36,462	57,648	58.10%	12.67%
51.10	Wage Reimbursement	(4,587)	-	(522)	-	0.00%	
50.21	Standby Pay - Regular Full-time	6,751	3,226	4,028	3,261	-19.04%	1.08%
50.25	Standby Pay - Temporary/Seasonal	909	1,613	500	1,654	230.85%	2.56%
50.26	Standby - Readiness	63,000	63,000	75,800	70,000	-7.65%	11.11%
50.31	Overtime - Regular Full-time	127,531	88,000	31,234	88,000	181.74%	0.00%
50.35	Overtime - Temporary/Seasonal	67,602	24,298	18,311	25,000	36.53%	2.89%
50.36	Overtime - Readiness	39,269	12,148	3,006	12,500	315.83%	2.90%
54.xx	Benefits	297,858	312,419	285,460	329,495	15.43%	5.47%
54.61	Deferred Compensation	5,386	5,848	11,166	17,705	58.56%	202.74%
54.81	RHS	243	261	238	181	-24.04%	-30.74%
55.71	Car Allowance	928	925	888	686	-22.69%	-25.79%
	Total Personnel	1,390,451	1,269,071	1,152,388	1,341,332	16.40%	5.69%
SUPPLIES & SERVICES							
60.10	Clothing & Uniforms	10,691	8,600	8,000	9,000	12.50%	4.65%
60.15	Education & Training	8,490	8,000	7,000	8,000	14.29%	0.00%
61.00	Professional Services	90,656	80,000	5,000	80,000	1500.00%	0.00%
63.05	Advertising	1,481	2,500	2,100	2,500	19.05%	0.00%
63.09	Physicals & Background Checks	6,902	8,000	2,100	8,000	280.95%	0.00%
63.10	Communications System Maintenance	823	8,000	6,000	8,000	33.33%	0.00%
63.11	GPS-AVL Maintenance	18,625	21,000	24,000	22,000	-8.33%	4.76%
63.20	Janitorial Supplies	-	250	50	250	400.00%	0.00%
63.25	Memberships & Dues	1,181	-	1,000	1,000	0.00%	
63.33	Software Supplies	4,623	5,000	8,000	8,700	8.75%	74.00%
63.34	Safety Supplies	2,451	2,400	6,500	3,000	-53.85%	25.00%
63.35	General Supplies	10,128	4,000	7,500	5,000	-33.33%	25.00%
63.40	Permits, Licenses & Fees	-	2,300	-	1,000	0.00%	-56.52%
63.45	Photocopying	586	750	500	500	0.00%	-33.33%
63.50	Postage, Freight & Delivery	26	100	100	100	0.00%	0.00%
63.55	Printing	-	250	250	250	0.00%	0.00%
63.70	Telephone	4,858	6,200	5,250	8,000	52.38%	29.03%
66.10	Repair & Maint - Buildings	-	500	250	500	100.00%	0.00%
66.20	Repair & Maint - Office Equip	29	250	-	250	0.00%	0.00%
66.50	Small Tools	2,080	3,000	12,000	4,000	-66.67%	33.33%
67.15	Accidents & Damage	17,218	10,000	10,000	10,000	0.00%	0.00%
67.52	Patch Materials	10,563	5,000	5,000	5,000	0.00%	0.00%
67.53	De-Icing Materials	43,029	36,000	44,000	30,000	-31.82%	-16.67%
67.54	Snow Stakes	9,269	20,000	16,000	25,000	56.25%	25.00%
67.55	Signs	66	7,000	3,000	7,000	133.33%	0.00%
67.56	Landfill & Refuse Services	38	5,000	5,000	10,000	100.00%	100.00%
67.58	Guardrails	25	4,000	1,000	4,000	300.00%	0.00%
67.60	Grates	-	3,400	1,000	3,400	240.00%	0.00%
67.66	Sweeper Brooms	-	-	-	10,000	0.00%	
69.10	Vehicles - Fuel	238,737	193,200	70,000	197,800	182.57%	2.38%
69.60	Vehicles & Equip - Rental	22	15,000	100	15,000	14900.00%	0.00%
69.71	Veh & Equip - Chains	24,133	40,000	45,000	45,000	0.00%	12.50%
69.72	Veh & Equip - Cutting Edges	45	10,000	18,000	10,000	-44.44%	0.00%
69.76	Fleet Maintenance Allocation	682,385	566,264	610,246	614,483	0.69%	8.52%
69.79	Hazardous Waste Disposal & Recycling	-	3,000	2,000	3,000	50.00%	0.00%
	Total Supplies & Services	1,189,159	1,078,964	925,946	1,159,733	25.25%	7.49%
CAPITAL OUTLAY							
80.20	Computer Equipment	1,849	3,700	3,700	5,600	51.35%	51.35%
80.34	Fleet Replacement Fund	531,591	607,000	607,000	607,000	0.00%	0.00%
80.35	Machinery and Equipment	6,424	32,400	15,000	10,000	-33.33%	-69.14%
	Total Capital Outlay	539,864	643,100	625,700	622,600	-0.50%	-3.19%
	TOTAL	3,119,474	2,991,135	2,704,034	3,123,665	15.52%	4.43%
46.50	Less: Offsetting Revenue Public Works Service Chrgs - Snow Removal	(100,865)	(75,000)	(97,000)	(115,000)	0.00%	53.33%
	Net Expenditures after Revenues	3,018,609	2,916,135	2,607,034	3,008,665	15.41%	3.17%

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PUBLIC WORKS - SNOW REMOVAL
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.117.00 General Fund.Snow Removal.Non-Division

ACTIVITY DESCRIPTION

The Public Works Snow Removal Division is responsible for snow removal during storm periods and clean-up operations of roads and facilities on an ongoing basis during the winter season. Sand and de-icing materials are also applied to streets during storms or other icy weather conditions to increase traffic safety. Street sweeping is performed as often as weather permits during the winter months both for dust control purposes and to reduce storm drain clean-up during the summer season. Sweeping is an essential component of the Town's newly adopted Storm Water Management Program (SWMP). Crews also remove snow and ice from bridges, guardrails, and sidewalks in and adjacent to the roundabouts throughout Town.

The Fleet Replacement Plan has been approved by Council for the eventual and identified replacement of existing equipment. The budgeted wages for full-time employees reflects 60% to Road Maintenance and 40% to Snow Removal. However, actual wages will reflect actual time worked for each division.

There was a mid-year budget amendment to add a Readiness Temporary Street Maintenance Worker II to accommodate an additional snow removal contract with Nevada County. Otherwise the operational staffing budget was consistent with FY 17/18. On the administrative staffing side, staff is proposing to convert the Road Maintenance and Snow Removal Administrative Technician to a Geographic Information Systems (GIS) Technician and distribute the converted GIS Technician and two Public Works' Administrative Technicians across the following divisions: Road Maintenance, Snow Removal, Fleet Maintenance, Trails Maintenance and Facilities Maintenance. Going forward, the department of Public Works will require a member of the administrative staff to be trained and proficient in the department's GIS product creation, GIS system administration and asset management development, as the departments' GIS needs have increased significantly in the last three years. In addition, all but the Engineering Division of the Public Works Department are switching to one asset management system, provided by Cartegraph.

PERSONNEL

BUDGET

<u>50.11</u>	<u>WAGES - REGULAR FULL-TIME</u> - Provides for 10% of the salary for the Public Works Director/Town Engineer (PWD/TE); one (1) Street Maintenance Manager; three (3) Street Maintenance Supervisors; three (3) Senior Street Maintenance Workers; eleven (11) Street Maintenance Worker IIs; 20% of the wages of one (1) GIS Technician (converted from an Administrative Technician); 10% of the wages of one (1) Administrative Technician; and 10% of the wage of one (1) Office Assistant. Except as noted, all full-time employees budgeted in this account are budgeted to the Snow Removal Division for 40% of the year. Except as noted above, all other time is budgeted in the Road Maintenance Division budget.	\$ 559,547
<u>50.15</u>	<u>WAGES - TEMPORARY/SEASONAL</u> - Provides for nine (9) full-time Temporary Street Maintenance Worker IIs and four (4) storms-only Temporary Street Maintenance Worker IIs to assist with snow removal activities. Also provides for 40% of the wages of an intern.	\$ 175,655
<u>50.16</u>	<u>WAGES - READINESS</u> - Provides for an estimated Readiness Temporary Street Maintenance Worker II staff of ten (10) to assist with snow removal activities.	\$ 57,648
<u>50.21</u>	<u>STANDBY PAY - REGULAR FULL-TIME</u> - Provides compensation to hourly personnel who must remain available for call-out during non-regular working hours.	\$ 3,261
<u>50.25</u>	<u>STANDBY PAY - TEMPORARY</u> - Provides compensation to seasonal/temporary personnel who must remain available for call-out during non-regular working hours.	\$ 1,654

PUBLIC WORKS - SNOW REMOVAL
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.117.00 General Fund.Snow Removal.Non-Division

PERSONNEL (cont'd)

BUDGET

<u>50.26</u>	<u>STANDBY PAY - READINESS</u> - Provides compensation to hourly Readiness personnel who remain available for call-out. Standby pay is \$500 per employee per week for fourteen (14) weeks.	\$ 70,000
<u>50.31</u>	<u>OVERTIME - REGULAR FULL-TIME</u> - Provides for overtime costs for regular non-exempt employees. During heavy snow conditions, work crews are switched to 12-hour continuous work shifts in order to adequately cover snow removal routes.	\$ 88,000
<u>50.35</u>	<u>OVERTIME - TEMPORARY/SEASONAL</u> - Provides for anticipated overtime for temporary/seasonal staff from 12-hour shift requirements.	\$ 25,000
<u>50.36</u>	<u>OVERTIME - READINESS</u> - Provides for anticipated overtime for Readiness employees from 12-hour shift requirements.	\$ 12,500
<u>51.10</u>	<u>WAGES - REIMBURSED</u> - Provides for reimbursements from the Town's self-insured pool, PARSAC for staff member wages while out on worker's compensation leave.	\$ -
<u>54.xx</u>	<u>BENEFITS</u> - Provides for benefits such as workers' compensation, Town-paid payroll taxes, retirement benefits, health coverage, dental coverage, life insurance, optical coverage and Town-paid Medicare contributions. The Town's worker's compensation cost is developed based on actual experiences and due to low worker's compensation incidents in the last few years, the Town's rate has decreased. This decrease is offset by increases in other benefits, particularly pension costs.	\$ 329,495
<u>54.61</u>	<u>DEFERRED COMPENSATION</u> - Provides for deferred compensation as negotiated by employee groups. FY 18/19 budget includes estimates for amounts as offered under the memoranda of understanding currently under negotiation by the Town and employee groups.	\$ 17,705
<u>54.81</u>	<u>RHS</u> - Retirement Health Savings (RHS) provided as negotiated by employee groups. Decrease due to reallocation of PWD/TE's time based on historical time spent per division.	\$ 181
<u>55.71</u>	<u>CAR ALLOWANCE</u> - Provides funds for the use of the PWD/TE's private vehicle on Town business (10%). Decrease due to reallocation of PWD/TE's time based on historical time spent per division.	\$ 686

SUPPLIES and SERVICES

<u>60.10</u>	<u>CLOTHING and UNIFORMS</u> - Provides for 40% of the funding for maintenance and replacement of department uniforms, including winter jackets, insulated bib overalls and rain gear. Additionally, provides for 40% of a boot allowance totalling \$300 per two year period per eligible employee as negotiated by the employee groups. Increase covers uniform costs for an additional readiness employee and covers the increasing cost of uniforms.	\$ 9,000
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PUBLIC WORKS - SNOW REMOVAL
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.117.00 General Fund.Snow Removal.Non-Division

<u>SUPPLIES and SERVICES (cont'd)</u>	<u>BUDGET</u>
<u>60.15</u> <u>EDUCATION and TRAINING</u> - Provides for employee training related to winter operations including ESRI and Integrity Value Expertise/Experience Support (IVES) Train the Trainer/heavy equipment certification and the American Public Works Association (APWA) snow conference.	\$ 8,000
<u>61.00</u> <u>PROFESSIONAL SERVICES</u> - Provides for miscellaneous contractor services for winter roadway maintenance items requiring specialty equipment, skills or personnel which are beyond the scope of existing Public Works resources. Also includes gridlock services on Donner Pass Road and emergency tree removal services. Due to a light winter, few professional services were needed for FY 17/18. In heavy winters, staff can and has used the full amount budgeted for this item.	\$ 80,000
<u>63.05</u> <u>ADVERTISING</u> - Provides for advertising to fill temporary job positions and various contract services such as downtown snow removal, gridlock contractors and other winter-related services.	\$ 2,500
<u>63.09</u> <u>PHYSICALS and BACKGROUND CHECKS</u> - Provides for the costs of physical examinations, pre-employment physicals, random substance testing per Department of Transportation (DOT) regulations and audiometric testing.	\$ 8,000
<u>63.10</u> <u>COMMUNICATIONS SYSTEM MAINTENANCE</u> - Provides for 40% of the funding of the radio service contract and the purchase of replacement radios and related equipment.	\$ 8,000
<u>63.11</u> <u>GPS-AVL MAINTENANCE</u> - Provides for the annual cost of the web-based global positioning system (GPS) for tracking snow removal equipment and website access for public and driveway contractor review. Increase due to the installation of automatic vehicle location (AVL) receivers into six (6) additional fleet vehicles.	\$ 22,000
<u>63.20</u> <u>JANITORIAL SUPPLIES</u> - Provides for shop supplies needed for maintenance purposes at the Public Works Yard not otherwise provided for in the Facilities Division section of this budget.	\$ 250
<u>63.25</u> <u>MEMBERSHIP and DUES</u> - Provides for memberships per the request of the Street Maintenance Manager.	\$ 1,000
<u>63.33</u> <u>SOFTWARE SUPPLIES</u> - Provides for the following:	\$ 8,700
- 40% of the new annual maintenance and yearly licensing costs for ESRI, GIS software for the maintenance and snow divisions. This includes annual license maintenance fees (\$1,250), maintenance fees for one (1) ArcGIS Online license (\$200), one (1) standard single-use license (\$520), one standard Spatial Analyst license (\$120), and one (1) basic single-use license (\$160).	\$ 2,250
- One-fifth (1/5) of the Town's increased annual maintenance costs for Cartegraph Operations Management Systems (OMS) software for asset and inventory tracking.	\$ 5,800
- 40% of five (5) desktop licenses for Vantage Points by Geographic Technologies Group GIS software which integrates with the Town's enterprise resource software, currently in use by the Community Development Department.	\$ 650

PUBLIC WORKS - SNOW REMOVAL
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.117.00 General Fund.Snow Removal.Non-Division

<u>SUPPLIES and SERVICES (cont'd)</u>	<u>BUDGET</u>
<u>63.34</u> <u>SAFETY SUPPLIES</u> - Provides for basic first-aid supplies, personal protective equipment, flashlights and gloves. Increase due to inflationary impact on cost of safety supplies.	\$ 3,000
<u>63.35</u> <u>GENERAL SUPPLIES</u> - Provides for general office supplies, stationary, and miscellaneous items. Increase to cover for the impacts of inflation.	\$ 5,000
<u>63.40</u> <u>PERMITS, LICENSES and FEES</u> - Provides for 40% of hazardous material permitting required by the Public Service Center from Nevada County Environmental Health and for the State Water Resource Control Board National Pollutant Discharge Elimination System (NPDES) permit. Decrease based on historical spending.	\$ 1,000
<u>63.45</u> <u>PHOTOCOPYING</u> - Provides for copier usage based on monthly meter readings.	\$ 500
<u>63.50</u> <u>POSTAGE, FREIGHT and DELIVERY</u> - Provides for miscellaneous freight charges.	\$ 100
<u>63.55</u> <u>PRINTING</u> - Provides for various forms printing within the Public Works department, such as winter brochures.	\$ 250
<u>63.70</u> <u>TELEPHONE</u> - Provides for an allocation of costs associated with base and long distance telephone rates, the optical fiber network internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for 40% of staff cellular phone service, remote internet access for staff iPads and associated equipment. Increase to cover 40% of remote internet service for five (5) iPads to allow employees to connect remotely with the upgraded Cartegraph OMS system.	\$ 8,000
<u>66.10</u> <u>REPAIR and MAINTENANCE - BUILDINGS</u> - Provides for shop maintenance supplies not included in the Facilities budget.	\$ 500
<u>66.20</u> <u>REPAIR and MAINTENANCE - OFFICE EQUIPMENT</u> - Provides for maintenance and unscheduled repair of office equipment.	\$ 250
<u>66.50</u> <u>SMALL TOOLS</u> - Purchase of small tools to support road maintenance and equipment repair activities. Increase to cover for the impacts of inflation.	\$ 4,000
<u>67.15</u> <u>ACCIDENTS and DAMAGE</u> - Provides for repairs of minor damage to private property that may be caused during snow removal operations.	\$ 10,000
<u>67.52</u> <u>PATCH MATERIALS</u> - Provides for an estimated ten (10) tons of cold patch asphalt to be utilized by crews during winter months.	\$ 5,000

PUBLIC WORKS - SNOW REMOVAL
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.117.00 General Fund.Snow Removal.Non-Division

SUPPLIES and SERVICES (cont'd)

BUDGET

<u>67.53</u>	<u>DE-ICING MATERIALS</u> - Provides for the purchase of sand and other de-icing materials to minimize dangerous road safety conditions during the winter months. Decrease due to lower than average inventory use during lighter winter of FY 17/18.	\$ 30,000
<u>67.54</u>	<u>SNOW STAKES</u> - Provides for the purchase of replacement snow stakes to mark road right-of-way's for snow plow vehicles. The account also includes the purchase of the reflective materials used on the snow stakes. Increase reflects need to replenish inventory.	\$ 25,000
<u>67.55</u>	<u>SIGNS</u> - Provide for the purchase and replacement of signs, cones, and barricades used for traffic control of gridlock on Donner Pass Road and winter-related damages.	\$ 7,000
<u>67.56</u>	<u>LANDFILL and REFUSE SERVICES</u> - Provides for disposal fees at Eastern Regional Landfill and Lockwood Regional Landfill in Reno, Nevada for winter road-sand off-haul. Increase reflects potential loss of ability to use Eastern Regional Landfill for disposal of recovered road traction sand.	\$ 10,000
<u>67.58</u>	<u>GUARDRAILS</u> - Provides for guardrails and related materials to allow street crews to replace damaged guardrails.	\$ 4,000
<u>67.60</u>	<u>GRATES</u> - Provides for 40% of the funds to purchase grates.	\$ 3,400
<u>67.66</u>	<u>SWEEPER BROOMS</u> - Provides for the purchase of replacement sweeper brooms. Separating this cost out of other accounts to better track costs.	\$ 10,000
<u>69.10</u>	<u>VEHICLES - FUEL</u> - Provides for fuel costs for all Public Works vehicles utilized on snow removal activities. Budgeted fuel dollars are based on historical average gallons of usage and historical average gas prices. Increase reflects a conservatively estimated 5% increase in the cost of fuel offset by a conservative estimate in vehicle usage.	\$ 197,800
<u>69.60</u>	<u>VEHICLES and EQUIPMENT - RENTAL</u> - Provides for the rental of vehicles during the winter months in the event of equipment breakdowns or for specialty services needed to keep the roads safe for travel.	\$ 15,000
<u>69.71</u>	<u>VEHICLES and EQUIPMENT - CHAINS</u> - Provides for the purchase of replacement chains and chain-repair material for Public Works vehicles. Increase to encompass the effects of inflation.	\$ 45,000
<u>69.72</u>	<u>VEHICLES and EQUIPMENT - CUTTING EDGES</u> - Provides for the purchase of items needed to keep Town snow plows in working condition such as cutting edges and bolts.	\$ 10,000

PUBLIC WORKS - SNOW REMOVAL
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.117.00 General Fund.Snow Removal.Non-Division

SUPPLIES and SERVICES (cont'd)

BUDGET

<u>69.76</u>	<u>FLEET MAINTENANCE ALLOCATION</u> - Provides for an allocation of vehicle maintenance costs provided by the Fleet Maintenance Division. In the past, staff used the actual allocation from the most recently completed fiscal year to create the budgeted allocation. This created large fluctuations in the budget when one division's fleet required a substantial amount of maintenance. In order to help smooth the budget year-on-year, staff has switched to a rolling three-year average allocation. Although the changes for FY 18/19 appear large, staff feels that this change will help prevent large fluctuations in the budget going forward. Actual costs allocated will reflect staff time and part costs incurred by the Fleet Maintenance Division.	\$ 614,483
<u>69.79</u>	<u>HAZARDOUS WASTE DISPOSAL and RECYCLING</u> - Provides for the cost of disposing of hazardous waste and supplies of snow removal equipment and clean up of snow removal equipment HazMat spills.	\$ 3,000

CAPITAL OUTLAY

<u>80.20</u>	<u>COMPUTER EQUIPMENT</u> - Provides for 40% of four (4) desktop computers according to the Town's replacement plan (\$1,500 each) and 40% of the cost of five (5) iPads w/ cellular functionality (\$800 each) to provide additional employees remote access to the upgraded Cartegraph OMS system.	\$ 5,600
<u>80.34</u>	<u>FLEET REPLACEMENT FUND</u> - Provides for the eventual and identified replacement of the Snow Removal Division vehicles as part of the Town's Fleet Replacement Plan.	\$ 607,000
<u>80.35</u>	<u>MACHINERY and EQUIPMENT</u> - Provides for 40% of an attenuator trailer to help protect the back of a host vehicle for street sweeping. This trailer also lessens the impact on a car should it rear-end the host vehicle.	\$ 10,000

OTHER

<u>46.50</u>	<u>PUBLIC WORKS SERVICE CHARGES - SNOW REMOVAL</u> - Provides for the following:	\$ (115,000)
	- Reimbursement from Placer County for contracted snow removal on specified Placer County roads that are adjacent or only accessible via roads maintained by the Town.	\$ (40,000)
	- Reimbursement from Nevada County for contracted snow removal on specified Nevada County roads that are adjacent or only accessible via roads maintained by the Town. This contract was added during FY 17/18.	\$ (40,000)
	- Reimbursement for snow removal and off-haul from downtown parking spaces. Increase reflects snow removal and off haul from the additional service area located in the Brickelltown Maintenance District. This amount is funded by the Parking Fund.	\$ (35,000)

PUBLIC WORKS - FLEET MAINTENANCE

TOWN OF TRUCKEE

2018/19 EXPENDITURES BUDGET

101.118.00 General Fund.Fleet Maintenance.Non-Division

ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
PERSONNEL							
50.11	Wages - Regular Full-time	444,002	524,625	482,503	541,755	12.28%	3.27%
50.31	Overtime - Regular Full-time	27,812	10,000	10,000	10,000	0.00%	0.00%
54.xx	Benefits	188,800	246,941	211,487	265,656	25.61%	7.58%
54.61	Deferred Compensation	5,134	5,767	7,659	19,046	148.67%	230.28%
54.81	RHS	139	149	136	36	-73.40%	-75.67%
55.71	Car Allowance	530	528	507	138	-72.78%	-73.87%
	Total Personnel	666,417	788,010	712,292	836,630	17.46%	6.17%
SUPPLIES & SERVICES							
60.10	Clothing & Uniforms	3,418	4,000	2,000	4,000	100.00%	0.00%
60.15	Education & Training	588	2,000	1,250	2,000	60.00%	0.00%
63.05	Advertising	-	600	1,545	600	-61.17%	0.00%
63.09	Physicals	424	900	600	600	0.00%	-33.33%
63.10	Communications System Maint.	260	600	-	600	0.00%	0.00%
63.20	Janitorial Supplies	-	1,000	-	500	0.00%	-50.00%
63.25	Memberships & Dues	350	965	650	965	48.46%	0.00%
63.33	Software Supplies	3,604	4,000	7,500	10,800	44.00%	170.00%
63.34	Safety Supplies	3,208	4,000	4,000	4,000	0.00%	0.00%
63.35	General Supplies	2,737	3,000	4,500	5,000	11.11%	66.67%
63.40	Permits, Licenses & Fees	6,900	6,000	4,800	6,000	25.00%	0.00%
63.45	Photocopying	405	300	600	600	0.00%	100.00%
63.50	Postage, Freight & Delivery	72	800	250	800	220.00%	0.00%
63.55	Printing	-	500	-	500	0.00%	0.00%
63.70	Telephone	5,980	7,095	6,000	7,095	18.25%	0.00%
66.10	Repair & Maint - Buildings	-	1,000	-	1,000	0.00%	0.00%
66.20	Repair & Maint. - Office Equip.	-	500	-	500	0.00%	0.00%
66.51	Small Tools - Shop	2,048	3,500	6,000	3,500	-41.67%	0.00%
66.52	Small Tools - Mechanics	5,714	11,500	6,000	6,500	8.33%	-43.48%
67.15	Accidents & Damage	-	2,000	1,000	2,000	100.00%	0.00%
67.22	General Uniform Dry Cleaning	4,312	5,200	5,200	5,200	0.00%	0.00%
67.56	Landfill & Refuse Services	-	300	-	300	0.00%	0.00%
69.10	Equipment - Fuel	3,951	7,500	3,000	7,500	150.00%	0.00%
69.70	Vehicles & Equip - R & M Outsourcing	142,389	60,000	36,250	60,000	65.52%	0.00%
69.73	Vehicles & Equip - Lube	33,384	35,000	43,000	35,000	-18.60%	0.00%
69.74	Vehicles & Equip - Misc	36,192	35,000	35,000	35,000	0.00%	0.00%
69.75	Vehicles & Equip - Parts	241,542	145,000	135,000	140,000	3.70%	-3.45%
69.77	Vehicles & Equip - Tires	48,788	45,000	43,000	45,000	4.65%	0.00%
69.79	Hazardous Waste Disposal & Recycling	1,854	1,500	2,200	2,200	0.00%	46.67%
	Total Supplies & Services	548,121	388,760	349,345	387,760	11.00%	-0.26%
CAPITAL OUTLAY							
80.20	Computer Equipment	4,010	1,400	1,400	1,500	7.14%	7.14%
80.34	Fleet Replacement Fund	10,500	10,500	10,500	10,500	0.00%	0.00%
80.35	Machinery & Equipment	-	8,000	7,800	64,000	720.51%	700.00%
	Total Capital Outlay	14,510	19,900	19,700	76,000	285.79%	281.91%
	TOTAL	1,229,048	1,196,670	1,081,337	1,300,390	20.26%	8.67%
	Less: Offsetting Revenue						
	Public Works Service Charges - Fleet						
46.52	Maintenance	-	-	(25,000)	(25,000)	0.00%	
	Net Expenditures after Revenues	1,229,048	1,196,670	1,056,337	1,275,390	20.74%	6.58%

INTERNAL SERVICE CHARGES

FY 18/19 BUDGET %

0.98%	Building & Safety	10,050	10,650	10,563	12,499	18.32%	17.36%
0.23%	General Government	4,037	1,795	2,746	2,933	6.81%	63.42%
0.23%	Code Enforcement	1,450	3,111	1,373	2,933	113.61%	-5.72%
0.30%	Engineering	356	5,265	317	3,826	1107.37%	-27.33%
0.16%	Recycling	1,386	1,556	1,479	2,041	37.99%	31.17%
0.16%	Parking	3,275	1,436	1,585	2,041	28.79%	42.10%
12.59%	Police & Animal Services	136,562	148,746	110,176	160,572	45.74%	7.95%
27.69%	Street Maintenance	242,010	373,720	219,824	353,156	60.65%	-5.50%
48.18%	Snow Removal	682,385	566,264	610,246	614,483	0.69%	8.52%
0.57%	Trails	9,809	15,437	5,915	7,270	22.89%	-52.91%
6.06%	Transit	86,024	49,303	56,514	77,289	36.76%	56.76%
2.85%	Facilities Management	51,130	19,386	35,599	36,349	2.11%	87.50%
100.00%	Total Internal Service Charges	1,228,475	1,196,670	1,056,337	1,275,390	20.74%	6.58%

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PUBLIC WORKS - FLEET MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.118.00 General Fund. Fleet Maintenance.Non-Division

ACTIVITY DESCRIPTION

The Public Works Fleet Maintenance Division is responsible for keeping the Town's vehicles and equipment in a safe operating condition, as well as purchasing new and replacement equipment and parts per the Town's Fleet Replacement Plan.

The FY 18/19 budget reflects the continued maintenance of the entire Town fleet by the Fleet Maintenance Division. The charges incurred in this department are charged to the various departments receiving the service. Therefore, those departmental budgets have an appropriated share of this division's cost reflected in their budgets. In the past, staff used the actual allocation from the most recently completed fiscal year to create the budget allocations. This created large fluctuations in division budgets when one division's fleet required a substantial amount of maintenance. In order to help smooth the budget year-on-year, staff has switched to a rolling three-year average allocation. Although the changes for FY 18/19 appear large, staff feels that this change will help prevent large fluctuations in the budget going forward. Actual costs allocated will reflect staff time and part costs incurred by the Fleet Maintenance Division.

Included in Software Supplies line of the Fleet budget, is funding for the purchase and implementation of an integrated asset management system from Cartegraph. This system would integrate with other modules currently in use by the various divisions of the Public Works Department and fill a void in the department's fleet tracking capabilities. This hardware/software will require a little over \$10,000 of maintenance fees annually and miscellaneous equipment charges to be covered by this division.

The operational staffing budget is consistent with FY 17/18. On the administrative staffing side, staff is proposing to convert the Road Maintenance and Snow Removal Administrative Technician to a Geographic Information Systems (GIS) Technician and distribute the converted GIS Technician and two Public Works' Administrative Technicians across the following divisions: Road Maintenance, Snow Removal, Fleet Maintenance, Trails Maintenance and Facilities Maintenance. Going forward, the department of Public Works will require a member of the administrative staff to be trained and proficient in the department's GIS product creation, GIS system administration and asset management development, as the departments' GIS needs have increased significantly in the last three years. In addition, all but the Engineering Division of the Public Works Department are switching to one asset management system, provided by Cartegraph.

PERSONNEL

BUDGET

<u>50.11</u>	<u>WAGES - REGULAR FULL-TIME</u> - Provides for 2% of the salary of the Public Works Director/Town Engineer (PWD/TE); 45% of the salary of one (1) Fleet/Facilities Manager (40% allocated to Facilities, 10% to Trails, and 5% to Brickelltown); one (1) Senior Equipment Mechanic; three (3) Equipment Mechanic IIs; one (1) Equipment Mechanic I; 25% of the wages of one (1) GIS Technician; 25% of the wages of one (1) Administrative Technician; and 50% of the wages of one (1) Office Assistant.	\$ 541,755
<u>50.31</u>	<u>OVERTIME - REGULAR FULL-TIME</u> - Provides for anticipated overtime costs for non-exempt mechanics as needed for snow equipment repair.	\$ 10,000
<u>54.xx</u>	<u>BENEFITS</u> - Provides for benefits such as workers' compensation, Town-paid payroll taxes, retirement benefits, health coverage, dental coverage, life insurance, optical coverage and Town-paid Medicare contributions. The Town's worker's compensation cost is developed based on actual experiences and due to low worker's compensation incidents in the last few years, the Town's rate has decreased. This decrease is offset by increases in other benefits, particularly pension costs.	\$ 265,656

PUBLIC WORKS - FLEET MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.118.00 General Fund. Fleet Maintenance.Non-Division

PERSONNEL (cont'd)**BUDGET**

<u>54.61</u>	<u>DEFERRED COMPENSATION</u> - Provides for deferred compensation as negotiated by employee groups. FY 18/19 budget includes estimates for amounts as offered under the memoranda of understanding currently under negotiation by the Town and employee groups.	\$ 19,046
<u>54.81</u>	<u>RHS</u> - Retirement Health Savings (RHS) provided as negotiated by employee groups. Decrease due to reallocation of PWD/TE's time based on historical time spent per division.	\$ 36
<u>55.71</u>	<u>CAR ALLOWANCE</u> - Provide funds for the use of the PWD/TE's private vehicle on Town business (2%). Decrease due to reallocation of PWD/TE's time based on historical time spent per division.	\$ 138

SUPPLIES and SERVICES

<u>60.10</u>	<u>CLOTHING and UNIFORMS</u> - Provides for the maintenance and replacement of Division uniforms, including a boot allowance of \$300 per eligible employee for a two year period as negotiated by employee groups. The budget for this item is fully used during years of heavy winter weather as staff has to purchase gear to protect themselves from the cold while working on snow removal equipment. As such, the budget for this item remains constant despite lower usage in FY 17/18.	\$ 4,000
<u>60.15</u>	<u>EDUCATION and TRAINING</u> - Provides for training as needed or requested for Fleet Maintenance personnel including HazMat training, computer training, electrical and hydraulic training, and safety training. For FY 18/19, staff plans to attend Hybrid Loader training to learn to maintain the Town's new Hybrid Loaders, as offered by the vendor from whom the Town purchased the vehicles, Papé Machinery.	\$ 2,000
<u>63.05</u>	<u>ADVERTISING</u> - Provides for bid notices, job announcements and other miscellaneous advertising or public information which may be needed throughout the year.	\$ 600
<u>63.09</u>	<u>PHYSICALS</u> - Provides for physical examinations, pre-employment testing and random substance testing as required by Department of Transportation regulations. Change to reflect historical usage.	\$ 600
<u>63.10</u>	<u>COMMUNICATIONS SYSTEM MAINTENANCE</u> - Provides for routine maintenance of all Fleet Maintenance handheld and mobile radio equipment under service contract. Also includes radio installation, batteries, parts, etc.	\$ 600
<u>63.20</u>	<u>JANITORIAL SUPPLIES</u> - Provides for shop cleaning supplies needed for maintenance purposes which are not covered under the Facilities Maintenance budget. Decreased due to lower level of actual janitorial supply usage in recent years.	\$ 500

PUBLIC WORKS - FLEET MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.118.00 General Fund. Fleet Maintenance.Non-Division

<u>SUPPLIES and SERVICES (cont'd)</u>	<u>BUDGET</u>
<u>63.25</u> <u>MEMBERSHIPS and DUES</u> - Provides for various memberships such as the American Public Works Association, if the Fleet/Facilities Manager deems it valuable. Memberships will be evaluated year-on-year.	\$ 965
<u>63.33</u> <u>SOFTWARE SUPPLIES</u> - Provides for the following:	\$ 10,800
- One-fifth (1/5) of the Town's increased annual maintenance costs for Cartegraph Operations Management Systems (OMS) software for asset and inventory tracking.	\$ 4,800
- Annual software subscriptions for diagnostic software for Fleet maintained vehicles and equipment	\$ 6,000
<u>63.34</u> <u>SAFETY SUPPLIES</u> - Provides for basic first-aid supplies, personal protective equipment, fire extinguisher service and Occupation Safety and Health Administration (OSHA) approved fuel cans and equipment related to the regulated respirator program.	\$ 4,000
<u>63.35</u> <u>GENERAL SUPPLIES</u> - Provides for office stationery, small items, and equipment. Increase based on actual spending in prior years.	\$ 5,000
<u>63.40</u> <u>PERMITS, LICENSES and FEES</u> - Provides for required permits at the Stevens Lane Corporation Yard facility, such as hazardous materials permits.	\$ 6,000
<u>63.45</u> <u>PHOTOCOPYING</u> - Provides for copier usage based on monthly meter readings. Increase to cover costs established under new copier contract as negotiated during FY 17/18.	\$ 600
<u>63.50</u> <u>POSTAGE, FREIGHT and DELIVERY</u> - Provides for miscellaneous freight charges, such as parts delivery as needed throughout the year.	\$ 800
<u>63.55</u> <u>PRINTING</u> - Provides for printing of various forms such as inventory controls, time cards, log sheets and equipment logs.	\$ 500
<u>63.70</u> <u>TELEPHONE</u> - Provides for an allocation of costs associated with base and long distance telephone rates, the optical fiber network internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for a portion of staff cellular phone service and associated equipment.	\$ 7,095
<u>66.10</u> <u>REPAIR and MAINTENANCE - BUILDINGS</u> - Provides for shop maintenance supplies not included in the Facilities Maintenance Division budget, to help maintain the Fleet Maintenance Division team's equipment.	\$ 1,000
<u>66.20</u> <u>REPAIR and MAINTENANCE - OFFICE EQUIPMENT</u> - Provides for maintenance and unscheduled repair of office equipment.	\$ 500

PUBLIC WORKS - FLEET MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.118.00 General Fund. Fleet Maintenance.Non-Division

SUPPLIES and SERVICES (cont'd)

BUDGET

<u>66.51</u>	<u>SMALL TOOLS - SHOP</u> - Provides for small tools required in the shop. The spike in the FY 17/18 spending was for a new tool set for the new Equipment Mechanic I added to the Division in FY 17/18.	\$ 3,500
<u>66.52</u>	<u>SMALL TOOLS - MECHANICS</u> - Provides for tools for mechanics' tool boxes. The spike in the FY 17/18 spending was for a new tool box for the new Equipment Mechanic I, added to the Division in FY 17/18.	\$ 6,500
<u>67.15</u>	<u>ACCIDENTS and DAMAGE</u> - Provides for repairs of minor damage to private property that may be caused while performing work on the Town's behalf.	\$ 2,000
<u>67.22</u>	<u>GENERAL UNIFORM DRY CLEANING</u> - Provides for cleaning of mechanics' coveralls and shop towels.	\$ 5,200
<u>67.56</u>	<u>LANDFILL and REFUSE SERVICES</u> - Provides for disposal fees to dispose of hazardous fluids appropriately and safely at the landfill.	\$ 300
<u>69.10</u>	<u>EQUIPMENT - FUEL</u> - Provides for fuel for vehicles used by Fleet Maintenance Division. No change budgeted despite expected 5% increase in fuel costs as full budget has not been used in prior years.	\$ 7,500
<u>69.70</u>	<u>VEHICLES and EQUIPMENT - REPAIR and MAINTENANCE OUTSOURCING</u> - Provides for outside repairs of major equipment. Increase from previous year due to the increased cost of Public Works heavy equipment repair outsourcing. Staff expects outsourcing costs to decrease as new staff is trained, but has maintained the levels for FY 18/19 as the Town's snow fleet is aging and outsourcing may be needed if the weather conditions are extreme during the winter months of FY 18/19.	\$ 60,000
<u>69.73</u>	<u>VEHICLES and EQUIPMENT - LUBE</u> - Provides for motor oil, gear oil, hydraulic oil and other lubrication products.	\$ 35,000
<u>69.74</u>	<u>VEHICLES and EQUIPMENT - MISCELLANEOUS</u> - Provides for wiring cable, wiring ends, nuts, bolts and miscellaneous repair supplies.	\$ 35,000
<u>69.75</u>	<u>VEHICLES and EQUIPMENT - PARTS</u> - Provides for parts costs for the repair of all Town vehicles.	\$ 140,000
<u>69.77</u>	<u>VEHICLES and EQUIPMENT - TIRES</u> - Provides for replacement tires for all Town vehicles.	\$ 45,000
<u>69.79</u>	<u>HAZARDOUS WASTE DISPOSAL and RECYCLING</u> - Provides for the cost of shop recycling for oils, antifreeze and related supplies, and restocking of HazMat supplies. This amount also reflects costs for disposal pick-ups and additional supplies required for OSHA compliance. Increase to offset the impact of reallocating the battery core recycling returns to a General Fund Revenue account.	\$ 2,200

PUBLIC WORKS - FLEET MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.118.00 General Fund. Fleet Maintenance.Non-Division

CAPITAL OUTLAY**BUDGET**

<u>80.20</u>	<u>COMPUTER EQUIPMENT</u> - Funds for the replacement of one (1) computer in the Fleet Department (\$1,500 each) as per the Town's Computer Replacement Plan.	\$ 1,500
<u>80.34</u>	<u>FLEET REPLACEMENT FUND</u> - Provides for the eventual and identified replacement of the Fleet Division vehicles as part of the Town's Fleet Replacement Plan.	\$ 10,500
<u>80.35</u>	<u>MACHINERY and EQUIPMENT</u> - Provides for the following:	\$ 64,000
	- Air conditioning maintenance machine for all new vehicles	\$ 14,000
	- Tire balancing machine	\$ 25,000
	- Tire mounting machine	\$ 25,000
	Note: The current equipment is fifteen-years old and needs replacement. These specific pieces of machinery are some of the most used tools used by the Fleet Maintenance Division team in maintaining the Town's fleet. The cost of these items is included in the allocated amount to the Town's divisions.	

OTHER

<u>46.52</u>	<u>PUBLIC WORKS SERVICE CHARGES - FLEET MAINTENANCE</u> - Reflects reimbursement to the General Fund for labor and vehicle parts costs incurred by the Public Works Fleet Maintenance Division in performing maintenance on the Truckee Fire District's fleet.	\$ (25,000)
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**PUBLIC WORKS - TRAILS MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET**

101.119.00 General Fund.Trails.Non-Division		2016/17	2017/18	2017/18	2018/19	% CHG BUD	% CHG BUD
ACCOUNT		ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	PROPOSED BUDGET	TO EA	TO BUD
PERSONNEL							
50.11	Wages - Regular Full-time	70,919	67,444	65,111	59,666	-8.36%	-11.53%
50.16	Wages - Readiness	-	6,389	-	6,390	0.00%	0.02%
50.21	Standby Pay	86	101	-	103	0.00%	1.98%
50.26	Standby Pay - Readiness	-	7,000	-	7,000	0.00%	0.00%
50.31	Overtime - Regular Full-time	3,288	5,000	1,300	5,000	284.62%	0.00%
54.xx	Benefits	24,632	25,738	25,738	23,371	-9.19%	-9.19%
54.61	Deferred Compensation	1,265	1,294	2,923	3,540	21.11%	173.57%
54.81	RHS	87	93	85	92	8.24%	-1.08%
55.71	Car Allowance	331	330	317	344	8.52%	4.24%
	Total Personnel	100,607	113,389	91,035	105,506	15.90%	-6.95%
SUPPLIES & SERVICES							
60.10	Clothing & Uniforms	-	700	-	700	0.00%	0.00%
60.15	Education & Training	-	700	-	500	0.00%	-28.57%
63.05	Advertising	-	500	-	500	0.00%	0.00%
63.09	Physicals & Background Checks	-	500	-	500	0.00%	0.00%
63.33	Software Supplies	-	-	-	2,900	0.00%	
63.34	Safety Supplies	-	500	-	500	0.00%	0.00%
63.35	General Supplies	-	1,000	1,000	1,000	0.00%	0.00%
63.39	Trail Maintenance Supplies	6,397	5,000	5,000	5,000	0.00%	0.00%
63.50	Postage, Freight & Delivery	-	130	-	130	0.00%	0.00%
63.55	Printing	-	500	440	500	13.64%	0.00%
63.70	Telephone	232	670	520	670	28.85%	0.00%
66.20	Repairs & Maint. - Office Equip.	-	500	-	500	0.00%	0.00%
66.50	Small Tools	121	1,500	650	1,500	130.77%	0.00%
67.51	Aggregate Products	-	3,000	1,200	3,000	150.00%	0.00%
67.53	De-Icing Materials	-	2,000	1,250	2,000	60.00%	0.00%
67.54	Snow Stakes	-	1,500	-	1,500	0.00%	0.00%
67.55	Signs	-	500	1,000	500	-50.00%	0.00%
67.56	Landfill & Refuse Services	-	500	-	500	0.00%	0.00%
67.65	Fencing Materials	-	2,000	1,300	2,000	53.85%	0.00%
69.10	Equipment - Fuel	3,510	8,000	2,000	4,000	100.00%	-50.00%
69.70	Veh & Equip - R & M Outsourcing	-	670	-	670	0.00%	0.00%
69.71	Veh & Equip - Chains	-	500	-	500	0.00%	0.00%
69.72	Veh & Equip - Cutting Edges	-	1,000	625	1,000	60.00%	0.00%
69.76	Fleet Maintenance Allocation	9,809	15,437	5,915	7,270	22.89%	-52.91%
	Total Supplies & Services	20,070	47,307	20,900	37,840	81.05%	-20.01%
CAPITAL OUTLAY							
80.20	Computer Equipment	-	-	100	-	-100.00%	
80.34	Fleet Replacement Fund	34,000	34,000	34,000	34,000	0.00%	0.00%
80.35	Machinery and Equipment	-	-	-	-	0.00%	
	Total Capital Outlay	34,000	34,000	34,100	34,000	-0.29%	0.00%
	TOTAL	154,677	194,696	146,035	177,346	21.44%	-8.91%
Less Offsetting Revenues:							
49.10	Transfer from Measure R Sales Tax Fund (†)	(123,764)	(154,522)	(118,052)	(141,509)	19.87%	8.42%
	Net Expenditures after Revenues	30,913	40,174	27,983	35,837	28.06%	-10.80%

PROPOSED

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**PUBLIC WORKS - TRAILS MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.119.00 General Fund.Trails.Non-Division

ACTIVITY DESCRIPTION

The Public Works Trails Maintenance Division is responsible for keeping the Town’s trails systems maintained and safe for public users. The department maintains the asphalt trails, trail shoulders, wood fencing, benches, signs, dog waste bags and trash/recycling receptacles. The Trails Maintenance Division is charged with trails sweeping, as well as the snow removal and a de-icing program on the trails during the winter months, as needed. The Division maintains 12.5 miles of trails systems, which includes the Legacy Trail, trails along Brockway Road, trails near Alder Creek Road, trails behind Alder Creek Middle School, Trout Creek Trail and the new Mousehole (89 South) trail. In the coming years, with the addition of planned paved trails, approximately 33 miles will be maintained by the Public Works Trails Maintenance division. Measure R Sales Tax (Trails) funds a majority of the maintenance of all Town trails except roundabouts, sidewalks and trail miles that are maintained by various homeowner's associations as required as part of their development agreements.

The Public Works Trails Maintenance Division added one on-call readiness employee to the FY 17/18 personnel budget to be more efficient in the snow removal on trails and sidewalks. The position remained unfilled for the year, but has been re-budgeted for FY 18/19. As the Town continues to add additional sidewalks and trail miles in congruence with the Trails and Bikeways Masterplan and council's priority to continue streetscaping projects, an additional employee resource will be critical in maintaining the Town's level of service in snow removal. By utilizing the Readiness employee model originally conceived by the Public Works Snow Removal Division, the Town will save money when snow levels are low enough that additional employee hours are not needed. If no new trail miles are added, the position will not be filled.

FY 18/19 will be the third full year of operations. Staff is still working to establish a base-line for operating costs. As such, some of the line items within this division's budget may have changed from prior years in working to establish that level.

PERSONNEL

BUDGET

<u>50.11</u>	<u>WAGES - REGULAR FULL-TIME</u> - Provides for 5% of the salary of the Public Works Director/Town Engineer (PWD/TE), 10% of the salary of the Fleet/Facilities Manager, 50% of the wages of one (1) Facilities Maintenance Worker II and 10% of the wages of one (1) Administrative Technician. All other positions that previously had an allocation to the Trails Maintenance Division have been reallocated. While these employees were doing some work on trails, the amounts were so minimal it was not accurate to reflect them in the budget. Actual costs charged to this account will reflect actual time spent working for this division.	\$ 59,666
<u>50.16</u>	<u>WAGES - READINESS</u> - Provides for one (1) Readiness Temporary Facilities Maintenance Worker I to assist with trail-related snow removal activities. The position will only be filled if the Town adds trail miles to their plow servicing list.	\$ 6,390
<u>50.21</u>	<u>STANDBY PAY - REGULAR FULL-TIME</u> - Provides for compensation for hourly personnel who must remain available for call-out during non-regular working hours for trails-related snow removal.	\$ 103
<u>50.26</u>	<u>STANDBY PAY - READINESS</u> - Provides compensation for one (1) hourly Readiness Temporary Facilities Maintenance Worker I to remain available for call-out for a 14-week period, calculated at \$500 per week.	\$ 7,000



PUBLIC WORKS - TRAILS MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.119.00 General Fund.Trails.Non-Division

<u>PERSONNEL (cont'd)</u>	<u>BUDGET</u>
<u>50.31</u> <u>OVERTIME</u> - <u>REGULAR</u> <u>FULL-TIME</u> - Provides for overtime costs for non-exempt personnel as needed.	\$ 5,000
<u>54.xx</u> <u>BENEFITS</u> - Provides for benefits such as workers' compensation, Town-paid payroll taxes, retirement benefits, health coverage, dental coverage, life insurance, optical coverage and Town-paid Medicare contributions. The Town's worker's compensation cost is developed based on actual experiences and due to low worker's compensation incidents in the last few years, the Town's rate has decreased. This effect of this decrease is offset by increases in other benefits, particularly pension costs.	\$ 23,371
<u>54.61</u> <u>DEFERRED COMPENSATION</u> - Provides for deferred compensation as negotiated by employee groups. FY 18/19 budget includes estimates for amounts as offered under the memoranda of understanding currently under negotiation by the Town and employee groups.	\$ 3,540
<u>54.81</u> <u>RHS</u> - Retirement Health Savings (RHS) provided as negotiated by employee groups.	\$ 92
<u>55.71</u> <u>CAR ALLOWANCE</u> - Provide for the use of the PWD/TE's private vehicle on Town business (5%).	\$ 344
 <u>SUPPLIES and SERVICES</u>	
<u>60.10</u> <u>CLOTHING and UNIFORMS</u> - Provides for the maintenance and replacement of division uniforms, including a percentage of a boot allowance of \$300 per eligible employee for a two year period as negotiated with the employee groups.	\$ 700
<u>60.15</u> <u>EDUCATION and TRAINING</u> - Provides for training activities as needed or requested.	\$ 500
<u>63.05</u> <u>ADVERTISING</u> - Provides for bid notices, job announcements and other miscellaneous advertising or public information which may be needed throughout the year.	\$ 500
<u>63.09</u> <u>PHYSICALS and BACKGROUND CHECKS</u> - Provides for physical examinations, pre-employment testing, random alcohol and drug testing per Department of Transportation regulations, pulmonary function test for respirator program and audiometric testing.	\$ 500
<u>63.33</u> <u>SOFTWARE SUPPLIES</u> - Provides for one-tenth (1/10) of the Town's increased annual maintenance costs for Cartegraph's Operations Management System (OMS) for asset and inventory tracking. The Town has not previously had any tracking capabilities for the assets deployed on the Town's trail systems (i.e. garbage cans, benches, and signage).	\$ 2,900
<u>63.34</u> <u>SAFETY SUPPLIES</u> - Provides for basic first-aid supplies, personal protective equipment, fire extinguisher service and Occupation Safety and Health Administration (OSHA) approved fuel cans and equipment.	\$ 500
<u>63.35</u> <u>GENERAL SUPPLIES</u> - Provides for office stationery, small items, and equipment.	\$ 1,000

PUBLIC WORKS - TRAILS MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.119.00 General Fund.Trails.Non-Division

<u>SUPPLIES and SERVICES (cont'd)</u>	<u>BUDGET</u>
<u>63.39</u> <u>TRAIL MAINTENANCE SUPPLIES</u> - Provides for supplies such as replacement bags for the dog poop stations and bench signage as needed on the Town's trail systems.	\$ 5,000
<u>63.50</u> <u>POSTAGE, FREIGHT and DELIVERY</u> - Provides for miscellaneous freight charges, as needed.	\$ 130
<u>63.55</u> <u>PRINTING</u> - Provides for any printing needs that may arise.	\$ 500
<u>63.70</u> <u>TELEPHONE</u> - Provides for an allocation of costs associated with base and long distance telephone rates, the optical fiber network internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for a portion of staff cellular phone service and associated equipment.	\$ 670
<u>66.20</u> <u>REPAIR and MAINTENANCE - OFFICE EQUIPMENT</u> - Provides for maintenance and unscheduled repair of office equipment.	\$ 500
<u>66.50</u> <u>SMALL TOOLS</u> - Provides for tools needed for trails maintenance. Staff will be installing snow stakes along the trails that the Town performs snow removal on, which will require specialty tools for installation.	\$ 1,500
<u>67.51</u> <u>AGGREGATE PRODUCTS</u> - Provides for base rock, concrete, shoulder material and other aggregate materials for routine trails maintenance and drainage structures. Due to weather during the winter of FY 17/18, many trail shoulders need replacement. Staff is also working to improve the drainage systems on some of the trails to prevent further shoulder washout.	\$ 3,000
<u>67.53</u> <u>DE-ICING MATERIALS</u> - Provides for the purchase of sand and other de-icing materials to minimize dangerous trail conditions during the winter months.	\$ 2,000
<u>67.54</u> <u>SNOW STAKES</u> - Provides for the purchase of marking stakes to mark trails for snow removal operations on the trails. Maintaining funding levels as staff will need to snow stake the trails in a high snow year in order to maximize the efficiency of snow removal activities.	\$ 1,500
<u>67.55</u> <u>SIGNS</u> - Provides for the purchase of new or replacement warning, way-finding or introspective signs that may be needed along the trails.	\$ 500
<u>67.56</u> <u>LANDFILL and REFUSE SERVICES</u> - Provides for disposal fees at the landfill.	\$ 500
<u>67.65</u> <u>FENCING MATERIALS</u> - Provides for the purchase of replacement rails for the split-rail fence located on the Legacy Trail as needed.	\$ 2,000
<u>69.10</u> <u>EQUIPMENT - FUEL</u> - Provides fuel for vehicles within the Trails Maintenance Division. Despite anticipated increases in the cost of fuel, staff is decreasing the budget for fuel based on an updated estimate of vehicle mileage.	\$ 4,000

**PUBLIC WORKS - TRAILS MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.119.00 General Fund.Trails.Non-Division

<u>SUPPLIES and SERVICES (cont'd)</u>	<u>BUDGET</u>
<p><u>69.70</u> <u>VEHICLES and EQUIPMENT - REPAIR and MAINTENANCE OUTSOURCING</u> - Provides for outside repairs of major equipment which are beyond the scope of the Fleet Maintenance Division.</p>	<p>\$ 670</p>
<p><u>69.71</u> <u>VEHICLES and EQUIPMENT - CHAINS</u> - Provides for the purchase of replacement chains and chain-repair material for snow removal equipment used for Trails Maintenance.</p>	<p>\$ 500</p>
<p><u>69.72</u> <u>VEHICLES and EQUIPMENT - CUTTING EDGES</u> - Provides for the purchase of replacement cutting edges for trail equipment buckets, snow blowers and plows.</p>	<p>\$ 1,000</p>
<p><u>69.76</u> <u>FLEET MAINTENANCE ALLOCATION</u> - Provides for an allocation of vehicle maintenance costs provided by the Fleet Maintenance Division. In the past, staff used the actual allocation from the most recently completed fiscal year to create the budgeted allocation. This created large fluctuations in the budget when one division's fleet required a substantial amount of maintenance. In order to help smooth the budget year-on-year, staff has switched to a rolling three-year average allocation. Although the changes for FY 18/19 appear large, staff feels that this change will help prevent large fluctuations in the budget going forward. Actual costs allocated will reflect staff time and part costs incurred by the Fleet Maintenance Division.</p>	<p>\$ 7,270</p>
<u>CAPITAL OUTLAY</u>	
<p><u>80.34</u> <u>FLEET REPLACEMENT FUND</u> - Provides funds for the eventual and identified replacement of the Trails Division vehicles as part of the Town's Fleet Replacement Plan.</p>	<p>\$ 34,000</p>
<u>OTHER</u>	
<p><u>49.10</u> <u>TRANSFER FROM MEASURE R SALES TAX FUND</u> - Provides for funds transferred from the Measure R Sales Tax Fund (Trails) to the General Fund for reimbursement of 75% of General Fund Trails Maintenance Division non-capital expenses and 100% of Trails Maintenance Division capital expenses.</p>	<p>\$ (141,509)</p>

PUBLIC WORKS - BRICKELLTOWN MAINTENANCE DISTRICT
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET

212.000.00 Brickelltown Maintenance Distrct.Non-Department.Non-Division

ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
PERSONNEL							
50.11	Wages - Regular Full-time	21,626	26,079	10,091	21,800	116.03%	-16.41%
50.21	Standby Pay - Regular Full-time	550	1,500	181	1,575	770.17%	5.00%
50.31	Overtime - Regular Full-time	5,468	5,000	1,100	5,000	354.55%	0.00%
54.xx	Benefits	9,068	10,419	3,906	9,412	140.96%	-9.67%
54.61	Deferred Compensation	188	186	520	2,259	334.33%	1114.27%
54.81	RHS	17	19	17	36	112.71%	90.32%
55.71	Car Allowance	66	67	63	138	118.38%	105.34%
	Total Personnel	36,982	43,270	15,878	40,219	153.30%	-7.05%
SUPPLIES & SERVICES							
61.00	Professional Services	2,000	2,000	2,000	4,000	100.00%	100.00%
61.20	Prof Services - Snow Removal	283	-	-	-	0.00%	
63.33	Software Supplies	-	-	-	2,900	0.00%	
63.35	General Supplies	4,597	500	400	500	25.00%	0.00%
63.71	General Supplies - Landscaping	358	4,000	1,500	4,000	166.67%	0.00%
63.75	Utilities	3,331	5,000	4,000	5,000	25.00%	0.00%
67.01	Special Assessment Fees	228	500	500	500	0.00%	0.00%
77.10	Transfers Out	5,000	5,000	5,195	5,299	2.00%	5.98%
	Total Supplies & Services	15,796	17,000	13,595	22,199	63.29%	30.58%
CAPITAL OUTLAY							
80.35	Machinery and Equipment	6,205	-	-	-	0.00%	
	Total Capital Outlay	6,205	-	-	-	0.00%	
	TOTAL	58,984	60,270	29,473	62,418	111.78%	

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PUBLIC WORKS - BRICKELLTOWN MAINTENANCE DISTRICT
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

212.000.00 Brickelltown Maintenance District.Non-Department.Non-Division

ACTIVITY DESCRIPTION

The Brickelltown Maintenance District Division is responsible for keeping the Brickelltown designated areas maintained and safe for public users. The maintenance performed includes, but is not limited to, hand snow removal, sweeping, landscape maintenance, hardscape maintenance, paver maintenance, concrete and curb maintenance, loose trash collection, filing dog waste bags dispensers, emptying trash and recycling receptacles, pressure washing sidewalks and amenities cleaning. The budget is funded through parcel charges to the property owners within the district. It is accounted for as a special revenue fund and all revenues and expenses associated with the Brickelltown Maintenance District are transacted within that fund.

FY 17/18 is the second full year of operations for the Brickelltown Maintenance District. Over the next several years, staff hopes to establish a base line cost of operations as well as develop cost control strategies. Staff did not initially anticipate making any changes to the parcel charges to the members of the maintenance district until an average cost of operations could be established. Due to the extreme weather conditions during winter of FY 16/17, which necessitated higher than budgeted snow removal operations, staff decided to increase the parcel charges by the applicable CPI Index yearly to help establish a balanced fund balance and build a risk management designation to help protect the Town. More information regarding the parcel charges can be found in the Revenues section of this budget.

PERSONNEL

BUDGET

<u>50.11</u>	<u>WAGES - REGULAR FULL-TIME</u> - Provides for 2% of the salary of the Public Works Director/Town Engineer (PWD/TE), 5% of the salary of one (1) Fleet/Facilities Manager and 25% of the wages for one (1) Landscape Maintenance Worker II. All other positions that previously had a budgeted allocation to the Brickelltown Maintenance District Division, have been reallocated to other divisions. Actual time spent by hourly employees working on this Division, will be charged to this account.	\$ 21,800
<u>50.21</u>	<u>STANDBY PAY - REGULAR FULL-TIME</u> - Provides compensation to hourly personnel who must remain available for call-out during non-regular working hours for snow removal activities.	\$ 1,575
<u>50.31</u>	<u>OVERTIME - REGULAR FULL-TIME</u> - Provides for estimated costs of overtime for regular employees. During heavy snow conditions, work crews are switched to 12-hour continuous work shifts in order to adequately cover snow removal routes. It was not initially anticipated that overtime would be needed. Actual staff time spent on snow removal during the extreme weather conditions during past winters, has shown that a budget for overtime is necessary to provide safe traveling conditions for the public when weather situations arise.	\$ 5,000
<u>54.xx</u>	<u>BENEFITS</u> - Provides for benefits such as workers' compensation, Town-paid payroll taxes, retirement benefits, health coverage, dental coverage, life insurance, optical coverage and Town-paid Medicare contributions. The Town's worker's compensation cost is developed based on actual experiences and due to low worker's compensation incidents in the last few years, the Town's rate has decreased. The effect of this decrease is offset by increases in other benefits, particularly pension costs.	\$ 9,412
<u>54.61</u>	<u>DEFERRED COMPENSATION</u> - Provides for deferred compensation as negotiated by employee groups. FY 18/19 budget includes estimates for amounts as offered under the memoranda of understanding currently under negotiation by the Town and employee groups.	\$ 2,259

PUBLIC WORKS - BRICKELLTOWN MAINTENANCE DISTRICT
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

212.000.00 Brickelltown Maintenance District.Non-Department.Non-Division

PERSONNEL (cont'd)

BUDGET

<u>54.81</u>	RHS - Retirement Health Savings (RHS) provided as negotiated by employee groups.	\$	36
<u>55.71</u>	CAR ALLOWANCE - Provide funds for the use of the PWD/TE's private vehicle on Town business (2%).	\$	138

SUPPLIES and SERVICES

<u>61.00</u>	PROFESSIONAL SERVICES - Provides for the annual lease agreement from the Union Pacific Railroad (UPRR) for the street scaped area near the intersection of Spring Street and Donner Pass Road. The UPRR sent a letter early in FY 17/18 informing the Town that lease would double to \$4,000 as they would no longer allow for leases below this amount in order to better cover their costs for administration.	\$	4,000
<u>63.33</u>	SOFTWARE SUPPLIES - Provides for one-tenth (1/10) of the Town's increased annual maintenance costs for Cartegraph's Operations Management System (OMS) for asset and inventory tracking. The Town has not previously had any tracking capabilities for the assets deployed in the Brickelltown Maintenance District such as garbage cans, dog poop dispensers and signage.	\$	2,900
<u>63.35</u>	GENERAL SUPPLIES - Provides for office stationery, small items, and equipment.	\$	500
<u>63.71</u>	GENERAL SUPPLIES - LANDSCAPING - Provides for landscaping supplies such as plants, trees, and irrigation supplies. Staff budgeted to replace end-of-life landscaping within the District. Due to staffing constraints, these amounts are re-budgeted for FY 18/19.	\$	4,000
<u>63.75</u>	UTILITIES - Provides for the annual estimated cost of utilities such as gas, water, electricity, sewer and garbage.	\$	5,000
<u>67.01</u>	SPECIAL ASSESSMENT FEES - Provides for the amount retained by Nevada County for the collection and remittance of the special assessment fees as part of the yearly Property Tax collections. Amount is based on actual costs to collect and can vary year-on-year.	\$	500
<u>77.10</u>	TRANSFERS OUT - Provides for the transfer of an administrative cost reimbursement from the Brickelltown fund to the General Fund for administration of Brickelltown Maintenance District. Staff has included an increase that would still need to be brought to Council as a separate agenda item before approval.	\$	5,299

**PUBLIC WORKS - FACILITIES MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET**

101.130.xx General Fund.Facilities.General Facilities

ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
30	PERSONNEL						
50.11	Wages - Regular Full-time	309,520	350,617	335,466	389,219	16.02%	11.01%
50.21	Standby Pay	424	2,001	-	2,101	0.00%	5.00%
50.31	Overtime - Regular Full-time	15,727	12,000	6,000	12,000	100.00%	0.00%
54.xx	Benefits	126,408	148,043	140,418	175,039	24.66%	18.23%
54.61	Deferred Compensation	3,260	3,309	6,490	12,522	92.94%	278.41%
54.81	RHS	174	186	170	180	5.85%	-3.26%
55.71	Car Allowance	663	661	634	686	8.20%	3.78%
	Total Personnel	456,175	516,817	489,178	591,746	20.97%	14.50%
	SUPPLIES & SERVICES						
30	GENERAL EXPENDITURES						
60.10	Clothing & Uniforms	6,142	2,000	2,800	3,000	7.14%	50.00%
60.15	Education & Training	3,354	3,500	1,800	3,500	94.44%	0.00%
61.00	Professional Services	718	-	-	-	0.00%	
63.05	Advertising	1,633	500	-	500	0.00%	0.00%
63.09	Physicals & Background Checks	1,219	500	800	1,000	25.00%	100.00%
63.25	Memberships & Dues	73	500	200	500	150.00%	0.00%
63.33	Software Supplies	-	-	1,250	7,050	464.00%	
63.34	Safety Supplies	-	3,500	1,500	1,500	0.00%	-57.14%
63.35	General Supplies	3,583	4,000	2,350	4,000	70.21%	0.00%
63.45	Photocopying	-	-	350	350	0.00%	
63.50	Postage, Freight & Delivery	-	200	-	200	0.00%	0.00%
63.55	Printing	18	300	-	300	0.00%	0.00%
63.70	Telephone	6,290	5,500	5,500	6,000	9.09%	9.09%
66.10	Repair & Maint - Buildings	2,364	1,000	4,500	3,000	-33.33%	200.00%
66.50	Small Tools	6,060	8,000	9,000	8,000	-11.11%	0.00%
67.15	Accidents & Damages	4,477	-	-	-	0.00%	
69.10	Vehicles - Fuel	8,477	8,000	6,000	8,000	33.33%	0.00%
69.70	Vehicles & Equip - R & M	-	4,000	-	4,000	0.00%	0.00%
69.76	Fleet Maintenance Allocation	51,130	19,386	35,599	36,349	2.11%	87.50%
	Subtotal General Expenditures	95,538	60,886	71,649	87,249	21.77%	43.30%
31	TOWN HALL						
61.00	Professional Services	3,000	4,000	4,000	2,000	-50.00%	-50.00%
63.20	Janitorial Supplies	4,199	5,500	4,600	5,500	19.57%	0.00%
63.21	Prof Services - Janitorial	41,847	60,000	58,000	60,000	3.45%	0.00%
63.23	Ice Melt	1,113	4,000	1,250	4,000	220.00%	0.00%
63.35	General Supplies	1,502	2,000	-	2,000	0.00%	0.00%
63.70	Telephone	235	300	240	300	25.00%	0.00%
63.71	Prof Services - Landscaping	614	-	-	-	0.00%	
63.75	Utilities	105,436	115,000	105,000	155,000	47.62%	34.78%
66.10	Repair & Maint - Buildings	36,866	50,000	48,000	50,000	4.17%	0.00%
66.11	Prof Services - Elevators	1,060	2,500	4,000	3,500	-12.50%	40.00%
	Subtotal Town Hall	195,872	243,300	225,090	282,300	25.42%	16.03%

**PUBLIC WORKS - FACILITIES MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET**

101.130.xx General Fund.Facilities.General Facilities							
ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
32	DEPOT						
61.20	Prof Services - Snow Removal	-	3,000	-	-	0.00%	-100.00%
63.20	Janitorial Supplies	5,088	7,000	6,500	7,000	7.69%	0.00%
63.23	Ice Melt	-	4,000	1,250	2,000	60.00%	-50.00%
63.71	Prof Services - Landscaping	172	-	-	-	0.00%	
63.75	Utilities	24,078	28,000	25,000	28,000	12.00%	0.00%
66.10	Repair & Maint - Buildings	14,225	15,000	9,000	15,000	66.67%	0.00%
67.21	General Maint. District Assessment	18,566	9,115	-	9,115	0.00%	0.00%
	Subtotal Depot	62,129	66,115	41,750	61,115	46.38%	-7.56%
33	RIVERVIEW YARD & KENNEL						
63.20	Janitorial Supplies	-	250	125	250	100.00%	0.00%
63.21	Prof Services - Janitorial	1,932	1,800	1,800	1,800	0.00%	0.00%
63.75	Utilities	26,836	27,000	25,000	27,000	8.00%	0.00%
66.10	Repair & Maint - Buildings	12,247	5,000	2,300	5,000	117.39%	0.00%
	Subtotal Riverview Yard & Kennel	41,015	34,050	29,225	34,050	16.51%	0.00%
34	TAHOE DONNER YARD						
63.20	Janitorial Supplies	-	250	250	250	0.00%	0.00%
63.21	Prof Services - Janitorial	2,994	2,400	3,000	3,000	0.00%	25.00%
63.70	Telephone	130	900	130	250	92.31%	-72.22%
63.75	Utilities	16,951	15,000	9,000	15,000	66.67%	0.00%
66.10	Repair & Maint - Buildings	309	7,000	3,500	7,000	100.00%	0.00%
	Subtotal Tahoe Donner Yard	20,384	25,550	15,880	25,500	60.58%	-0.20%
35	McIVER DAIRY SITE						
66.10	Repair & Maint - Buildings	1,053	2,500	1,000	2,500	150.00%	0.00%
	Subtotal McIver Dairy Site	1,053	2,500	1,000	2,500	150.00%	0.00%
36	ROUNABOUT LANDSCAPE MAINTENANCE						
63.71	Prof Services - Landscaping	5,051	-	-	-	0.00%	
63.75	Utilities	19,031	20,000	20,000	20,000	0.00%	0.00%
66.10	Repair & Maint - Roundabout	6,878	25,000	24,500	25,000	2.04%	0.00%
	Subtotal Roundabout Landscape Maintenance	30,960	45,000	44,500	45,000	1.12%	0.00%
37	STEVENS LANE CORPORATION YARD						
63.20	Janitorial Supplies	949	5,000	2,000	5,000	150.00%	0.00%
63.21	Prof Services - Janitorial	30,868	42,000	36,000	42,000	16.67%	0.00%
63.75	Utilities	127,262	130,000	125,000	160,000	28.00%	23.08%
66.10	Repair & Maint - Buildings	39,060	30,000	55,000	30,000	-45.45%	0.00%
66.11	Prof Services - Elevators	1,032	2,500	2,500	2,500	0.00%	0.00%
	Subtotal Stevens Lane Corporation Yard	199,171	209,500	220,500	239,500	8.62%	14.32%

**PUBLIC WORKS - FACILITIES MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET**

101.130.xx General Fund.Facilities.General Facilities

ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
38	ANIMAL SHELTER						
63.75	Utilities	40,092	50,000	50,000	50,000	0.00%	0.00%
66.10	Repair & Maint - Buildings	21,773	30,000	15,000	30,000	100.00%	0.00%
	Subtotal Animal Shelter	61,864	80,000	65,000	80,000	23.08%	0.00%
39	TROUT CREEK POCKET PARK						
63.35	General Supplies	745	1,000	800	1,000	25.00%	0.00%
	Subtotal Trout Creek Pocket Park	745	1,000	800	1,000	25.00%	0.00%
	Total Services & Supplies	708,732	767,901	715,394	858,214	19.96%	11.76%
	CAPITAL OUTLAY						
30	GENERAL						
80.20	Computer Equipment	4,181	-	175	-	-100.00%	
80.34	Fleet Replacement Fund	11,000	11,000	11,000	11,000	0.00%	0.00%
80.35	Machinery & Equipment	3,289	10,000	9,383	-	-100.00%	-100.00%
	Subtotal General	18,470	21,000	20,558	11,000	-46.49%	-47.62%
31	TOWN HALL						
80.05	Furniture and Fixtures	-	-	-	15,000	0.00%	
	Subtotal Town Hall	-	-	-	15,000	0.00%	
	Total Capital Outlay	18,470	21,000	20,558	26,000	26.47%	23.81%
	TOTAL	1,183,377	1,305,718	1,225,130	1,475,960	20.47%	13.04%
	Less: Pocket Park Maintenance Design. Funding	(647)	(1,000)	(800)	(1,000)	0.00%	0.00%
	Net Expenditures	1,182,729	1,304,718	1,224,330	1,474,960	20.47%	13.05%

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**PUBLIC WORKS - FACILITIES MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.130.xx General Fund.Facilities

ACTIVITY DESCRIPTION

The Facilities Maintenance division oversees the maintenance of properties owned or operated by the Town. Properties maintained include the Town Hall building, the intermodal Depot, the Riverview Yard and Kennel, The Tahoe Donner Yard, the McIver Dairy site, Town-maintained roundabouts, the Stevens Lane Corporation Yard, the Animal Shelter, the Trout Creek Pocket Park. Facilities personnel are responsible for maintaining and troubleshooting all building systems and conducting preventative maintenance for these systems.

The Animal Shelter began operations in September of 2013 and is operated in collaboration with the Humane Society of Truckee Tahoe (HSTT). Actual utility and building maintenance costs are split 50/50 between the Town and the Humane Society. The Town's 50% portion is included in this budget.

One Division goal for FY 18/19, is the implementation of an asset management module from Cartegraph. This system would integrate with other modules currently in use by the various divisions of the Public Works Department and would fill a void in the Department's tracking capabilities. The Facilities department does not currently have any tracking systems in place. This software will require approximately \$7,000 of annual maintenance fees and equipment to be covered by this department, starting in FY18/19.

Besides minor changes in staffing allocations, the operational staffing budget remains consistent with FY 17/18. On the administrative staffing side, staff is proposing to convert the Road Maintenance and Snow Removal Administrative Technician to a Geographic Information Systems (GIS) Technician and distribute the converted GIS Technician and two Public Works' Administrative Technicians across the following divisions: Road Maintenance, Snow Removal, Fleet Maintenance, Trails Maintenance and Facilities Maintenance. Going forward, the department of Public Works will require a member of the administrative staff to be trained and proficient in the department's GIS product creation, GIS system administration and asset management development, as the departments' GIS needs have increased significantly in the last three years. In addition, all but the Engineering Division of the Public Works Department are switching to one asset management system, provided by Cartegraph.

The staffing allocation changes from the FY 17/18 budget were in relation to a conversion of one of the Landscape Maintenance Worker II's to a Facilities Maintenance Worker II. By making this conversion, staff has been able to use inside skills to complete work that would otherwise need to be hired out to a contractor. Staff feels that this has saved the Town several thousands of dollars in contractor fees, especially with the completion of the Town Hall Remodel project (C0502.1401) and the Lease Space Remodel project (C1714).

PERSONNEL

BUDGET

<u>50.11</u>	<u>WAGES - REGULAR FULL-TIME</u> - Provides for 10% of the salary of the Public Works Director/Town Engineer (PWD/TE); 40% of the salary of the Fleet/Facilities Manager; one (1) Senior Facilities Maintenance Worker; two (2) Facilities Maintenance Worker IIs; 50% of the wages of one (1) Facilities Maintenance Worker II (50% to Trails); 75% of the wages of one (1) Landscape Maintenance Worker II (25% to Brickelltown); 25% of the wages for one (1) Geographic Information Systems (GIS) Technician; 40% of the wages of one (1) Administrative Technician (15% to Maintenance, 10% to Snow Removal, and 10% to Trails Maintenance); and 25% of the wages of one (1) Office Assistant. A portion of the increase is due to the reallocation of some employees out of the Trails Maintenance Division and into the Facilities Maintenance Division.	\$ 389,219
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**PUBLIC WORKS - FACILITIES MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.130.xx General Fund.Facilities

PERSONNEL (cont'd)

BUDGET

<u>50.21</u>	<u>STANDBY PAY - REGULAR FULL-TIME</u> - Provides for standby pay for employees who must remain available for call-out outside of normal working hours to do snow removal at Town Facilities as needed.	\$ 2,101
<u>50.31</u>	<u>OVERTIME - REGULAR FULL-TIME</u> - Provides for overtime as needed (snow removal on weekends, emergencies, building attendant, etc.). Staff is recommending the budget for this item remain consistent to accommodate for miscellaneous facilities projects as they occur. Due to the unforeseen nature of some maintenance or repair projects, it is difficult to predict when additional staff hours may be needed.	\$ 12,000
<u>54.xx</u>	<u>BENEFITS</u> - Provides for benefits such as workers' compensation, Town-paid payroll taxes, retirement benefits, health coverage, dental coverage, life insurance, optical coverage and Town-paid Medicare contributions. The Town's worker's compensation cost is developed based on actual experiences and due to low worker's compensation incidents in the last few years, the Town's rate has decreased. This decrease is offset by increases in other benefits, particularly pension costs.	\$ 175,039
<u>54.61</u>	<u>DEFERRED COMPENSATION</u> - Provides for deferred compensation as negotiated by employee groups. FY 18/19 budget includes estimates for amounts as offered under the memoranda of understanding currently under negotiation by the Town and employee groups.	\$ 12,522
<u>54.81</u>	<u>RHS</u> - Retirement Health Savings (RHS) provided as negotiated by employee groups.	\$ 180
<u>55.71</u>	<u>CAR ALLOWANCE</u> - Provides for use of the PWD/TE private vehicle on Town business (10%).	\$ 686

SUPPLIES and SERVICES

30 GENERAL EXPENDITURES

<u>60.10</u>	<u>CLOTHING and UNIFORMS</u> - Provides for shirts, pants, winter coveralls and rain gear. Also provides for a boot allowance of \$300 per eligible employee every two years as negotiated with employee groups. Increase to cover increasing cost of uniforms due to the impacts of inflation.	\$ 3,000
<u>60.15</u>	<u>EDUCATION and TRAINING</u> - Provides for miscellaneous trade classes, computer training, training for the Fleet/Facilities Manager and conferences as needed. Staff will be sending the newly converted Facilities Maintenance Worker II to additional trainings during the year with the plan to use the inside staff for more projects and reduce the use of outside contractors where possible.	\$ 3,500
<u>63.05</u>	<u>ADVERTISING</u> - Provides for position advertising, as needed.	\$ 500
<u>63.09</u>	<u>PHYSICALS and BACKGROUND CHECKS</u> - Provides for the costs of random substance testing and physicals per Department of Transportation regulations. Increase to cover the increasing cost of performing these tests.	\$ 1,000

**PUBLIC WORKS - FACILITIES MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.130.xx General Fund.Facilities

<u>SUPPLIES and SERVICES (cont'd)</u>	<u>BUDGET</u>
30 GENERAL EXPENDITURES (cont'd)	
<u>63.25</u> <u>MEMBERSHIPS and DUES</u> - Provides for various memberships for the Fleet/Facilities Manager and Facilities Maintenance Division staff as requested.	\$ 500
<u>63.33</u> <u>SOFTWARE SUPPLIES</u> - Provides for the following:	\$ 7,050
- One-fifth (1/5) the new annual software maintenance and licensing costs for Cartegraph Operating Management System (OMS), an asset management and inventory tracking system.	\$ 5,800
- One (1) new annual Enterprise Service License for ESRI, the Town's GIS software provide to integrate Cartegraph into the GIS system.	\$ 1,250
<u>63.34</u> <u>SAFETY SUPPLIES</u> - Provides for miscellaneous safety supplies such as gloves, vests, first aid kits, fire extinguishers, etc. Decreasing to bring budget in line with historical spending trends.	\$ 1,500
<u>63.35</u> <u>GENERAL SUPPLIES</u> - Provides for office stationery, forms, small items and equipment.	\$ 4,000
<u>63.45</u> <u>PHOTOCOPYING</u> - Provides for copy usage based on monthly meter readings.	\$ 350
<u>63.50</u> <u>POSTAGE, FREIGHT and DELIVERY</u> - Provides for postage and mailing costs.	\$ 200
<u>63.55</u> <u>PRINTING</u> - Provides for various printing needs, should they arise.	\$ 300
<u>63.70</u> <u>TELEPHONE</u> - Provides for an allocation of costs associated with base and long distance telephone rates, the optical fiber network internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for a portion of staff cellular phone service and associated equipment. Increase to cover the increasing cost of staff cellular phones.	\$ 6,000
<u>66.10</u> <u>REPAIR and MAINTENANCE - BUILDINGS</u> - Provides for the cost of miscellaneous repairs needed throughout Town facilities that are not associated with a specific facility broken out in this division's budget. The spike in FY 17/18 spending was to cover the cost of maintenance at the Old County Corporation Yard. The increase in the FY 18/19 budget was to align the budget with historical spending in this category.	\$ 3,000
<u>66.50</u> <u>SMALL TOOLS</u> - Provides for the purchase of miscellaneous hand tools such as shop vacuums, wheelbarrows, levels, ladder, clamps, work lights, shovels, rakes and brooms.	\$ 8,000
<u>69.10</u> <u>VEHICLES - FUEL</u> - Provides for fuel costs for the Facility Maintenance Division's vehicles and snow removal equipment operated by Facilities staff. Maintaining the budget at a consistent level despite an expected 5% increase in gas costs, due to lower than budgeted mileage use.	\$ 8,000

**PUBLIC WORKS - FACILITIES MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.130.xx General Fund.Facilities

SUPPLIES and SERVICES (cont'd)

BUDGET

30 GENERAL EXPENDITURES (cont'd)

<u>69.70</u>	<u>VEHICLES and EQUIPMENT - REPAIR and MAINTENANCE</u> - Provides for repairs to equipment, such as snow removal equipment.	\$ 4,000
<u>69.76</u>	<u>FLEET MAINTENANCE ALLOCATION</u> - Provides for an allocation of vehicle maintenance costs provided by the Fleet Maintenance Division. In the past, staff used the actual allocation from the most recently completed fiscal year to create the budgeted allocation. This created large fluctuations in the budget when one division's fleet required a substantial amount of maintenance. In order to help smooth the budget year-on-year, staff has switched to a rolling three-year average allocation. Although the changes for FY 18/19 appear large, staff feels that this change will help prevent large fluctuations in the budget going forward. Actual costs allocated will reflect staff time and part costs incurred by the Fleet Maintenance Division.	\$ 36,349

31 TOWN HALL

<u>61.00</u>	<u>PROFESSIONAL SERVICES</u> - Provides for fire sprinkler alarm monitoring at the Town Hall building.	\$ 2,000
<u>63.20</u>	<u>JANITORIAL SUPPLIES</u> - Provides for cleaning supplies for the Town Hall building.	\$ 5,500
<u>63.21</u>	<u>PROFESSIONAL SERVICES - JANITORIAL</u> - Provides for the cleaning of Town Hall common areas, office areas and Council Chambers.	\$ 60,000
<u>63.23</u>	<u>ICE MELT</u> - Provides for de-icing material for Town Hall to prevent build-up of ice on the walkways. Staff attempts to keep ice melt inventory on hand at all times to respond to inclement weather situations and because ice melt is a product that typically requires some lead time for suppliers to provide.	\$ 4,000
<u>63.35</u>	<u>GENERAL SUPPLIES</u> - Provides for office stationery, forms, small items and equipment.	\$ 2,000
<u>63.70</u>	<u>TELEPHONE</u> - Provides for the service to the emergency telephones in the elevators located within Town Hall.	\$ 300
<u>63.75</u>	<u>UTILITIES</u> - Provides for the annual estimated cost of utilities such as gas, water, electricity, sewer and garbage. The tenants' portion of utility costs has been included as an estimate in their monthly lease payments. Increase to provide for the purchase of "clean energy" from the Truckee Donner Public Utilities District.	\$ 155,000
<u>66.10</u>	<u>REPAIR and MAINTENANCE - BUILDINGS</u> - Provides for estimated facility maintenance costs. Includes funding for ongoing maintenance and unanticipated miscellaneous repairs.	\$ 50,000

**PUBLIC WORKS - FACILITIES MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.130.xx General Fund.Facilities

<u>SUPPLIES and SERVICES (cont'd)</u>	<u>BUDGET</u>
31 TOWN HALL (cont'd)	
<u>66.11</u> <u>PROFESSIONAL SERVICES - ELEVATORS</u> - Provides for the monthly maintenance contract and needed repairs of both elevators located within Town Hall. The budget for FY 17/18 only included a minor amount to cover potential repair costs on top of the monthly maintenance contract amount. During FY 17/18, repairs were needed and staff has concluded that the budget for repairs needs to be higher.	\$ 3,500
32 DEPOT	
<u>63.20</u> <u>JANITORIAL SUPPLIES</u> - Provides for cleaning supplies at the Depot. Janitorial services are managed by the Truckee Chamber of Commerce per the lease contract.	\$ 7,000
<u>63.23</u> <u>ICE MELT</u> - Provides for de-icing materials at the Depot to prevent build-up of ice on the walkways. Reducing budget to align with historical spending.	\$ 2,000
<u>63.75</u> <u>UTILITIES</u> - Provides for the annual estimated cost of utilities such as gas, water, electricity, sewer, and garbage.	\$ 28,000
<u>66.10</u> <u>REPAIR and MAINTENANCE - BUILDINGS</u> - Provides for estimated Depot maintenance repairs. This is an older building and without adding a lot of capital improvements, the building will continue to need a high amount of maintenance. Note: The Town has agreed to reimburse the Truckee Donner Chamber of Commerce for some of the costs associated with the downtown holiday lighting, which has been included in the Economic Development Division budget. As such, the Town is no longer purchasing lights for installation on the Truckee Chamber of Commerce's behalf.	\$ 15,000
<u>67.21</u> <u>GENERAL MAINTENANCE DISTRICT ASSESSMENT</u> - Provides for the Town's portion of the parcel charge assessment in the Brickelltown Maintenance District for upkeep and maintenance within the district area. The FY 17/18 amount was inadvertently charged to FY 16/17, in addition to the FY 16/17 amount. The normal charge will resume in FY 18/19. The budgeted increase is due to the CPI increase that is expected to go to Council to increase all parcel charges for the properties within the Brickelltown Maintenance District.	\$ 9,115
33 RIVERVIEW YARD	
<u>63.20</u> <u>JANITORIAL SUPPLIES</u> - Provides for cleaning supplies at the Riverview Yard shop.	\$ 250
<u>63.21</u> <u>PROFESSIONAL SERVICES - JANITORIAL</u> - Provides for the cleaning of the Riverview Yard facility currently occupied by the Town's transit consultants.	\$ 1,800
<u>63.75</u> <u>UTILITIES</u> - Provides for the cost of utilities such as gas, water, electricity, sewer and garbage at the Riverview Yard.	\$ 27,000
<u>66.10</u> <u>REPAIR and MAINTENANCE - BUILDINGS</u> - Provides for miscellaneous repairs that may be needed at the Riverview Yard.	\$ 5,000

**PUBLIC WORKS - FACILITIES MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.130.xx General Fund.Facilities

SUPPLIES and SERVICES - (cont'd)

BUDGET

34 TAHOE DONNER YARD

<u>63.20</u>	<u>JANITORIAL SUPPLIES</u> - Provides for cleaning supplies for the Tahoe Donner shop.	\$	250
<u>63.21</u>	<u>PROFESSIONAL SERVICES - JANITORIAL</u> - Provides for the cleaning of the Tahoe Donner Yard during the winter months when the facility is in use. Increasing the budget to cover the actual costs needed to clean the facility.	\$	3,000

34 TAHOE DONNER YARD (cont'd)

<u>63.70</u>	<u>TELEPHONE</u> - Provides for the cost of telephone service to the Tahoe Donner Yard. Staff has reduced the budget to bring it in line with the actual cost to have a phone line at this location.	\$	250
<u>63.75</u>	<u>UTILITIES</u> - Provides for the cost of utilities such as gas, water, electricity, sewer and garbage at the Tahoe Donner Yard.	\$	15,000
<u>66.10</u>	<u>REPAIR and MAINTENANCE - BUILDINGS</u> - Provides for miscellaneous repairs that may be needed at the Tahoe Donner yard.	\$	7,000

35 MCIVER DAIRY SITE

<u>66.10</u>	<u>REPAIR and MAINTENANCE - BUILDINGS</u> - Provides for ongoing costs associated with preservation of the buildings at that site.	\$	2,500
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36 ROUNABOUT LANDSCAPE MAINTENANCE

<u>63.75</u>	<u>UTILITIES</u> - Provides for the cost of utilities such as water for landscaping and electricity for lighting within and around the roundabouts.	\$	20,000
<u>66.10</u>	<u>REPAIR and MAINTENANCE - ROUNDABOUTS</u> - Provides for miscellaneous repairs, plant replacement, irrigation replacement, mulch and light replacements on light poles in and around the roundabouts.	\$	25,000

37 STEVENS LANE CORPORATION YARD

<u>63.20</u>	<u>JANITORIAL SUPPLIES</u> - Provides for cleaning supplies for the Steven's Lane Corporation Yard.	\$	5,000
<u>63.21</u>	<u>PROFESSIONAL SERVICES - JANITORIAL</u> - Provides for the cleaning of the Steven's Lane Corporation Yard office space and dormitories.	\$	42,000
<u>63.75</u>	<u>UTILITIES</u> - Provides for the cost of utilities such as gas, water, electricity, sewer and garbage for the Steven's Lane Corporation Yard. Increase to provide for the purchase of "clean energy" from the Truckee Donner Public Utilities District.	\$	160,000

**PUBLIC WORKS - FACILITIES MAINTENANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.130.xx General Fund.Facilities

SUPPLIES and SERVICES - (cont'd)

BUDGET

37 STEVENS LANE CORPORATION YARD (cont'd)

- | | | |
|--------------|--|-----------|
| <u>66.10</u> | <u>PROFESSIONAL SERVICES - BUILDINGS</u> - Provides for miscellaneous repair and maintenance costs as needed at the Stevens Lane Corporation Yard. The spike in estimated actuals for FY 17/18 was due repairs needed following a generator fire and lighting issues at the Yard. These expenses are not expected to be ongoing. | \$ 30,000 |
| <u>66.11</u> | <u>PROFESSIONAL SERVICES - ELEVATORS</u> - Provides for the monthly maintenance contract and needed repairs of both elevators at the Steven's Lane Corporation Yard. | \$ 2,500 |

38 ANIMAL SHELTER

- | | | |
|--------------|--|-----------|
| <u>63.75</u> | <u>UTILITIES</u> - Provides for 50% of the cost of utilities such as gas, water, electricity, sewer and garbage at the Animal Shelter Facility. The remaining 50% is reimbursed by the Humane Society on a monthly | \$ 50,000 |
| <u>66.10</u> | <u>REPAIR and MAINTENANCE - BUILDINGS</u> - Provides for miscellaneous repairs that may be needed at the facility. | \$ 30,000 |

39 TROUT CREEK POCKET PARK

- | | | |
|--------------|---|----------|
| <u>63.35</u> | <u>GENERAL SUPPLIES</u> - Provides for miscellaneous items such as dog waste bags and trash bags. | \$ 1,000 |
|--------------|---|----------|

CAPITAL OUTLAY

30 GENERAL

- | | | |
|--------------|--|-----------|
| <u>80.34</u> | <u>FLEET REPLACEMENT FUND</u> - Provides funds for the eventual and identified replacement of the Facilities Division vehicles as part of the Town's Fleet Replacement Plan. | \$ 11,000 |
|--------------|--|-----------|

31 TOWN HALL

- | | | |
|--------------|---|-----------|
| <u>80.05</u> | <u>FURNITURE AND FIXTURES</u> - This provides for miscellaneous furniture needed to get the workspaces in Town Hall useable for specific employees. | \$ 15,000 |
|--------------|---|-----------|

OTHER

- | | | |
|--------------|--|------------|
| <u>32.22</u> | <u>POCKET PARK MAINTENANCE DESIGNATION FUNDING</u> - Provides for the use of the Pocket Park Maintenance Designation, contributed by the Mountain Area Preservation. The funding can be used to reimburse the town for expenses related to the maintenance of the Trout Creek Pocket Park. | \$ (1,000) |
|--------------|--|------------|

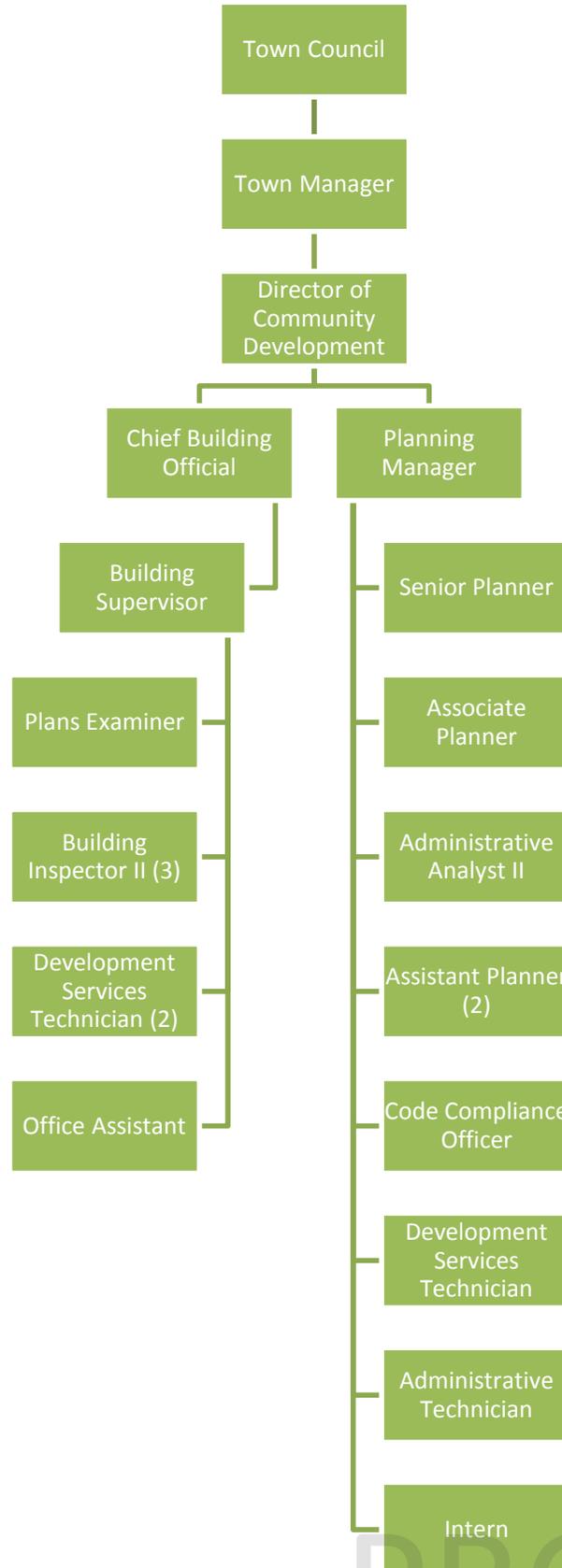
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SECTION 6 - COMMUNITY DEVELOPMENT EXPENDITURES

COMMUNITY DEVELOPMENT ORGANIZATION CHART
PLANNING EXPENDITURES
BUILDING & SAFETY EXPENDITURES
CODE COMPLIANCE EXPENDITURES

PROPOSED

**COMMUNITY DEVELOPMENT ORGANIZATION CHART
TOWN OF TRUCKEE
2018/19 BUDGET**



**COMMUNITY DEVELOPMENT - PLANNING
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET**

101.120.00 General Fund.Planning.Non-Division

ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
PERSONNEL							
50.11	Wages - Regular Full-time	602,473	689,152	534,676	649,641	21.50%	-5.73%
50.19	Wages - Planning Commissioners	5,997	11,539	10,154	12,462	22.73%	8.00%
50.15	Wages - Temporary/Seasonal	-	6,000	-	6,000	0.00%	0.00%
50.31	Overtime - Regular Full-time	31	5,000	1,000	5,000	400.00%	0.00%
54.xx	Benefits	208,528	254,247	194,735	252,981	29.91%	-0.50%
54.61	Deferred Compensation	9,820	9,266	9,277	24,353	162.52%	162.82%
54.81	RHS	773	1,048	422	945	123.95%	-9.85%
55.71	Car Allowance	2,788	3,510	795	2,430	205.65%	-30.77%
	Total Personnel	830,411	979,762	751,059	953,811	27.00%	-2.65%
SUPPLIES & SERVICES							
60.15	Education & Training	16,844	20,000	20,000	22,000	10.00%	10.00%
61.00	Professional Services	8,239	35,000	30,000	30,000	0.00%	-14.29%
63.05	Advertising	11,446	6,500	6,500	6,500	0.00%	0.00%
63.25	Memberships & Dues	2,560	2,600	2,600	2,600	0.00%	0.00%
63.30	Document Imaging	1,583	1,000	500	1,000	100.00%	0.00%
63.33	Software Supplies	4,924	4,000	4,900	4,950	1.02%	23.75%
63.35	General Supplies	13,418	17,000	14,500	14,000	-3.45%	-17.65%
63.50	Postage, Freight & Delivery	2,035	2,500	2,500	2,500	0.00%	0.00%
63.55	Printing	167	1,000	250	250	0.00%	-75.00%
63.56	Publications	509	1,000	900	1,000	11.11%	0.00%
63.70	Telephone	4,250	4,200	4,260	4,300	0.94%	2.38%
69.10	Vehicles - Fuel	-	250	100	250	250.00%	0.00%
	Total Supplies & Services	65,975	95,050	87,010	89,350	2.69%	-6.00%
CAPITAL OUTLAY							
80.20	Computer Equipment	-	1,400	7,000	3,300	-52.86%	135.71%
	Total Capital Outlay	-	1,400	7,000	3,300	-52.86%	135.71%
	TOTAL	896,386	1,076,212	845,069	1,046,461	23.83%	-2.76%

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**COMMUNITY DEVELOPMENT - PLANNING
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.120.00 General Fund.Planning.Non-Division

ACTIVITY DESCRIPTION

The Community Development Department's (CDD) Planning Division is responsible for a wide variety of land-use planning activities including current planning (development review) and long range planning (comprehensive plans), public information and Development Code compliance. It provides staff support to the Town Council (elected representatives), the Planning Commission (appointed citizen planners), Historic Preservation Advisory Commission (HPAC) (appointed citizens) and community at-large. The Town Council provides overall policy direction, adopts ordinances and regulations and acts as the hearing body for appeals of Planning Commission and staff decisions. The Council also prioritizes projects, thereby setting policy direction for the use of the division's time and resources. The Planning Commission provides policy recommendations to the Town Council and functions as a hearing body for larger projects within the Town. The HPAC is advisory to staff, the Planning Commission and Council for projects within the Downtown Specific Plan Area.

Planning resources are devoted to the processing of development applications, the administration of ongoing programs and creation of and updates to planning policy documents. This includes mandatory services such as the processing of land-use and zoning applications, review of building permits, inspections of development projects, General Plan implementation and public assistance. Substantial planning resources are also being applied to the following: 2040 General Plan Update, initiated in January 2018; the Housing Element Update and long-range planning; Arts Master Plan; Affordable Housing and Housing Element implementation; climate change and sustainability initiatives; and the finalization of cannabis regulations. The Planning Division continues to assist other divisions on capital improvement projects. Planning staff time devoted to some of these projects may be reimbursed by mitigation fees, grant funds and application fees.

The proposed Planning Division budget will remain substantially the same as FY 17/18, with the exception of Planning Division staffing. Primary changes include the conversion of the Town Planner to Planning Manager and the addition of a Development Services Technician. The Town Planner was promoted to Community Development Director and the Senior Planner to Planning Manager during FY 17/18. The Senior Planner position is budgeted to remain vacant. In-lieu of filling the Senior Planner position, staff proposes adding a Development Services Technician, an entry-level position, to cover the Planning Division's building permit plan check, "planner on call" and Building Division counter duties (i.e. zoning, setback, development standards questions), thereby freeing up other planning staff. This shift would allow other planning staff to increase the amount of time spent on the projects listed above as well as other Council priorities that may arise. Reassigning the majority of building permit review and counter interactions provides the opportunity for greater consistency. This person would be trained and managed by the Planning Manager and would be available to the public as a consistent point of contact. This is a common staffing model in many planning departments through the State. This is also the least expensive staffing option to help with the increased workload.

The Planning Division will also administer substantial professional service contracts during FY 18/19 for the 2040 General Plan Update (C1903) for planning consulting services, the environmental impact report, and review as well as work for other Town Council priorities such as the affordable housing plan. Other contracts for the Town Surveyor, traffic studies and other special studies may also be administered. Much of the funding for these large service contracts, with the exception of General Plan work, are "pass through" funds (i.e., the contracts are paid by fees from the applicant). As such, they are not reflected in the budget, but demonstrate the additional activities undertaken by planning staff for land-use permitting activity.

Due to a review of all Town of Truckee Redevelopment Successor Agency (RDA) activity by the State of California during FY 16/17, all work done by the Town's grant administrator on housing grants can no longer be funded by the RDA Fund (599), as of FY 17/18. Grant administrator hours are budgeted within professional services in this budget in the amount of \$20,000.

**COMMUNITY DEVELOPMENT - PLANNING
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.120.00 General Fund.Planning.Non-Division

ACTIVITY DESCRIPTION (cont'd)

The Planning Division is projecting an decrease in revenue for FY 17/18 due to increased staff time spent on non-revenue generating long-range planning projects (i.e. the 2040 General Plan Update/Downtown Specific Plan Update/Climate Planning, Housing Element Update, Arts Master Plan) and Council priorities (affordable housing program including policy consideration of short term rentals.

PERSONNEL

BUDGET

<u>50.11</u>	<u>WAGES - REGULAR FULL-TIME</u> - Provides for 65% of the salary of the Director of Community Development (DCD) (35% to Building), 90% of the salary of one (1) Planning Manager (10% to Code Compliance, converted from a Town Planner), one (1) Associate Planner, one (1) Administrative Analyst II, two (2) Assistant Planners, one (1) Development Services Technician and one (1) Administrative Technicians. There was a vacancy in the DCD position during FY 17/18 which resulted in savings as accounted for in the estimated actuals for FY 17/18.	\$ 649,641
<u>50.19</u>	<u>WAGES - PLANNING COMMISSIONERS</u> - Provides \$200 per month for each of the five (5) Planning Commissioners. As provided by the Government Code, the Town Council can vote to increase the Planning Commission stipend, but no increase is included in this budget.	\$ 12,462
<u>50.15</u>	<u>WAGES - TEMPORARY/SEASONAL</u> - Provides for one (1) temporary Planning Intern (400 hours).	\$ 6,000
<u>50.31</u>	<u>OVERTIME - REGULAR FULL-TIME</u> - Provides funding necessary to cover night meetings and other overtime work for non-exempt employees. Staff attempts to minimize overtime whenever possible. Due to the unexpected nature of major development applications, staff continues to budget for overtime.	\$ 5,000
<u>54.xx</u>	<u>BENEFITS</u> - Provides for benefits such as workers' compensation, Town-paid payroll taxes, retirement benefits, health coverage, dental coverage, life insurance, optical coverage and Town-paid Medicare contributions. The Town's worker's compensation cost is developed based on actual experiences and due to low worker's compensation incidents in the last few years, the Town's rate has decreased. The effect of this decrease is offset by increases in other benefits, particularly pension costs.	\$ 252,981
<u>54.61</u>	<u>DEFERRED COMPENSATION</u> - Provides for deferred compensation as negotiated by employee groups. FY 18/19 budget includes estimates for amounts as offered under the memoranda of understanding currently under negotiation by the Town and employee groups.	\$ 24,353
<u>54.81</u>	<u>RHS</u> - Retirement Health Savings (RHS) provided as negotiated by employee groups.	\$ 945
<u>55.71</u>	<u>CAR ALLOWANCE</u> - Provides funds for the use of the DCD's private vehicle on Town business (65%).	\$ 2,430

**COMMUNITY DEVELOPMENT - PLANNING
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.120.00 General Fund.Planning.Non-Division

SUPPLIES and SERVICES (cont'd)

BUDGET

<u>63.56</u>	<u>PUBLICATIONS</u> - Provides for book purchases to assist staff in code and land use interpretations.	\$	1,000
<u>63.70</u>	<u>TELEPHONE</u> - Provides for an allocation of costs associated with base and long distance telephone rates, the optical fibre network internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Increase reflects a greater allocation of the Town's telephone costs to this division.	\$	4,300
<u>69.10</u>	<u>VEHICLES</u> - <u>FUEL</u> - Provides payment to staff for use of a private vehicle on Town business not already provided for under a car allowance or through the education and training budget.	\$	250

CAPITAL OUTLAY

<u>80.20</u>	<u>COMPUTER EQUIPMENT</u> - Provides for the replacement of one (1) computer for the Planning Manager (\$1,500), one (1) computer for the Building Department counter for use by the "Planner-on-Call" (\$1,500) and one (1) new monitor for the Associate Planner (\$300 each). The estimated actuals in FY 17/18 included the purchase of two (2) surface tablets to provide remote access to the Division's management.	\$	3,300
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COMMUNITY DEVELOPMENT - BUILDING and SAFETY
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET

504.000.00 Building and Safety Fund.Non-Department.Non-Division

ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
PERSONNEL							
50.11	Wages - Regular Full-time	507,233	612,954	546,491	731,176	33.79%	19.29%
50.15	Wages - Temporary/Seasonal	-	13,750	-	13,750	0.00%	0.00%
50.31	Overtime - Regular Full-time	1,200	7,500	4,000	7,500	87.50%	0.00%
54.xx	Benefits	166,042	209,333	195,646	281,762	44.02%	34.60%
54.11	GASB 68 Pension Expense	(7,742)	-	-	-	0.00%	
54.61	Deferred Compensation	2,645	1,894	4,770	16,746	251.07%	784.17%
54.81	RHS	335	565	276	509	84.54%	-9.85%
55.71	Car Allowance	1,220	1,890	750	1,310	74.67%	-30.69%
55.80	Compensated Absences	(9,716)	3,091	23,422	28,926	23.50%	835.81%
	Total Personnel	661,217	850,977	775,355	1,081,679	39.51%	27.11%
SUPPLIES & SERVICES							
60.10	Clothing & Uniforms	1,613	2,500	2,500	3,000	20.00%	20.00%
60.15	Education & Training	25,978	35,000	30,000	42,000	40.00%	20.00%
61.00	Professional Services	89,932	60,000	50,000	60,000	20.00%	0.00%
63.01	Administrative Overhead	169,743	228,744	216,931	282,612	30.28%	23.55%
63.02	Code Compliance	60,174	69,211	62,119	74,726	20.29%	7.97%
63.05	Advertising	5,186	1,500	1,750	2,000	14.29%	33.33%
63.25	Memberships & Dues	852	5,000	3,500	7,000	100.00%	40.00%
63.30	Document Imaging	-	5,000	5,000	5,000	0.00%	0.00%
63.33	Software Supplies	14,041	20,000	20,000	22,040	10.20%	10.20%
63.35	General Supplies	4,125	3,000	3,000	3,500	16.67%	16.67%
63.45	Photocopying	1,429	2,500	1,500	2,500	66.67%	0.00%
63.50	Postage, Freight & Delivery	25	750	500	750	50.00%	0.00%
63.55	Printing	43	1,000	500	1,000	100.00%	0.00%
63.56	Publications	4,205	7,500	7,500	7,500	0.00%	0.00%
63.70	Telephone	6,793	5,000	5,000	5,000	0.00%	0.00%
63.80	Credit Card Fees	24,009	21,000	24,000	25,000	4.17%	19.05%
66.20	Repair & Maint. - Office Equip.	-	1,500	500	1,500	200.00%	0.00%
66.50	Small Tools	127	1,000	500	1,000	100.00%	0.00%
68.50	Rent - Office Space	52,992	34,377	50,652	58,057	14.62%	68.88%
69.10	Vehicles - Fuel	4,600	7,500	7,500	7,500	0.00%	0.00%
69.70	Vehicles & Equip - R & M	12	250	250	250	0.00%	0.00%
69.76	Fleet Maintenance Allocation	10,050	10,650	10,563	12,499	18.32%	17.36%
	Total Supplies & Services	475,928	522,982	503,765	624,434	23.95%	19.40%
CAPITAL OUTLAY							
77.10	Transfer to CIP Projects	60,390	8,000	7,657	-	-100.00%	-100.00%
80.20	Computer Equipment	6,428	10,000	10,000	12,000	20.00%	20.00%
89.00	Depreciation Expense	20,219	17,500	19,000	6,000	-68.42%	-65.71%
	Total Capital Outlay	87,036	35,500	36,657	18,000	-50.90%	-49.30%
	TOTAL	1,224,181	1,409,459	1,315,777	1,724,114	31.03%	22.32%
80.70	Less: Capital Assets	-	(8,000)	(7,657)	-	0.00%	-100.00%
	TOTAL NET EXPENDITURES	1,224,181	1,401,459	1,308,120	1,724,114	31.80%	23.02%

Note: 50% of Code Compliance Division costs are charged to the Building Division as of FY 15/16.

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**COMMUNITY DEVELOPMENT - BUILDING and SAFETY
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

504.000.00 Building and Safety Fund.Non-Department.Non-Division

ACTIVITY DESCRIPTION

The Building and Safety Division of the Community Development Department (CDD) is responsible for protecting the public in the built environment. The Division monitors and enforces State and Town codes and regulations concerning the safety of buildings and structures built and maintained within the Town limits. Activities include intake and routing plans to Town divisions and departments, checking plans for engineering and code compliance, coordinating comments for Town departments, issuing permits, answering code questions, providing public information and inspecting new and existing buildings and structures within the jurisdiction.

It is anticipated that FY 18/19 construction levels will be similar for smaller residential dwellings with an increase in larger projects and commercial development compared to FY 17/18 levels. The budget estimates 95 new single family dwellings, consistent with FY 17/18 budget.

The personnel budget for FY 18/19 includes the addition of one (1) Building Supervisor to prepare for the overall growth that is forecasted in the coming years. This position will primarily supervise and train inspectors, take on a large role in more complex inspections (i.e. commercial projects) and perform average field inspections, as well as complete some of the administration projects within the Building and Safety Division. Staff is also proposing to increase the Building and Safety Division's allocation of one Office Assistant to 90% (up from 75% in FY 17/18) to better align with actual work time spent on the Division.

The FY 18/19 personnel budget reflects the current position levels of incumbents. During FY 18/19, staff will continue to cross-train to better serve the Building Division and the community needs. This will allow for advancement of incumbents to higher level positions within their classifications while providing at least the same or an enhanced level of service to the community.

PERSONNEL

BUDGET

<u>50.11</u>	<u>WAGES - REGULAR FULL-TIME</u> - Provides for the 35% of salary of the Director of Community Development (DCD), one (1) Chief Building Official, one (1) Building Supervisor, one (1) Plans Examiner II, three (3) Building Inspector IIs, two (2) Development Service Technicians, and 90% of the wages of one (1) Office Assistant (10% to Administrative Services).	\$ 731,176
<u>50.15</u>	<u>WAGES - TEMPORARY/SEASONAL</u> - Provides for one (1) temporary Development Service Technician (250 hrs) and one (1) temporary Administrative Technician (250 hrs), as dictated by workload.	\$ 13,750
<u>50.31</u>	<u>OVERTIME - REGULAR FULL-TIME</u> - Provides funding overtime that may be needed to address peak construction season demands, after-hour inspections, or after-hour call-outs for emergency services. Overtime costs remain low as staff have been utilizing their option to convert overtime to compensatory time off, which is booked into wages regular full-time when utilized (similar to vacation). This budget will maintain similar levels of funding for overtime as if it were paid rather than booked as compensatory time.	\$ 7,500
<u>54.xx</u>	<u>BENEFITS</u> - Provides for benefits such as workers' compensation, Town-paid payroll taxes, retirement benefits, health coverage, dental coverage, life insurance, optical coverage and Town-paid Medicare contributions. The Town's worker's compensation cost is developed based on actual experiences and due to low worker's compensation incidents in the last few years, the Town's rate has decreased. This decrease is offset by increases in other benefits, particularly pension costs.	\$ 281,762



**COMMUNITY DEVELOPMENT - BUILDING and SAFETY
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

504.000.00 Building and Safety Fund.Non-Department.Non-Division

PERSONNEL (cont'd)

BUDGET

<u>54.61</u>	<u>DEFERRED COMPENSATION</u> - Provides for deferred compensation as negotiated by employee groups. FY 18/19 budget includes estimates for amounts as offered under the memoranda of understanding currently under negotiation by the Town and employee groups.	\$ 16,746
<u>54.81</u>	<u>RHS</u> - Retirement Health Savings (RHS) provided as negotiated by employee groups.	\$ 509
<u>55.71</u>	<u>CAR ALLOWANCE</u> - Provides funds for the use of the DCD's private vehicle on Town business (35%).	\$ 1,310
<u>55.80</u>	<u>COMPENSATED ABSENCES</u> - For this enterprise fund, this account will incur the liability of the unused portion of vacation and sick time in accordance with the accounting rules for enterprise funds. The spike in FY 18/19 is due to several employees in this this division, vesting in their sick benefits, as negotiated with the employee groups.	\$ 28,926

SUPPLIES and SERVICES

<u>60.10</u>	<u>CLOTHING and UNIFORMS</u> - Provides for the purchase and embroidery of uniform shirts, jackets and coats. Also provides for a boot allowance of \$300 per eligible employee per two year period as negotiated by employee groups. Increase to provide for uniforms for proposed new employee.	\$ 3,000
<u>60.15</u>	<u>EDUCATION and TRAINING</u> - Provides ongoing training for employees necessary to meet State requirements, attendance at inspector and building official meetings, certification renewals and training on State and national code changes. State regulations require forty-five hours of continuing education for some building employee staff. Increase to provide training for proposed new employee. Potential training as follows:	\$ 42,000
	- Building Official attendance at an annual California Building Officials (CALBO) meeting, County Building Officials Association of California (CBOAC) meeting, International Code Council (ICC) meeting, and miscellaneous committee meetings.	\$ 13,000
	- Building Official attendance at monthly meetings including ICC, International Association of Plumbing and Mechanical Officials (IAPMO) and Tahoe Truckee Engineers Association (TTEA).	\$ 1,000
	- Attendance by the Development Service Technicians at an annual CALBO education week, miscellaneous ICC trainings, and public service skills training for Office Assistant.	\$ 6,500
	- Attendance by the Building Supervisor, Plans Examiner and Inspectors at CALBO Professional Development, Required Code Training, ICC Education weeks, CALBO Building Official Leadership Academy program, and other speciality training.	\$ 14,000
	- Attendance at land management software annual conference and advisory board workshops and meetings for the Town's enterprise resource software.	\$ 7,500

**COMMUNITY DEVELOPMENT - BUILDING and SAFETY
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

504.000.00 Building and Safety Fund.Non-Department.Non-Division

<u>SUPPLIES and SERVICES (cont'd)</u>	<u>BUDGET</u>
<p><u>61.00</u> <u>PROFESSIONAL SERVICES</u> - Provides for consultant-assisted plan checking, inspection services, and other specialty services related to building (i.e. English-to-Spanish translations).</p>	\$ 60,000
<p><u>63.01</u> <u>ADMINISTRATIVE OVERHEAD</u> - Provides for a reimbursement to the General Fund for Building and Safety Division related administrative overhead costs, including payroll, human resource services, and facilities maintenance of the space occupied by the division. This charge is necessary to reflect the true costs of operating the Division as an enterprise fund. The increase reflects a greater allocation of total personnel costs the administrative divisions, increased spending on Town information technology (IT) infrastructure associated with the IT Strategic Plan and additional personnel costs within this division.</p>	\$ 282,612
<p><u>63.02</u> <u>CODE COMPLIANCE</u> - Provides for the reimbursement to the General Fund for Building and Safety Division related Code Enforcement costs. This charge is necessary to reflect the costs of the Division as an enterprise fund (see the Community Development Code Compliance section of this budget for detailed information regarding these expenses).</p>	\$ 74,726
<p><u>63.05</u> <u>ADVERTISING</u> - Provides for legal noticing and public information handouts. Increase based on previous year spending and to cover the cost increase by the local newspaper.</p>	\$ 2,000
<p><u>63.25</u> <u>MEMBERSHIPS and DUES</u> - Provides for membership dues in the International Association of Electrical Inspectors, IAPMO, ICC, Sacramento Valley Chapter of ICC, Structural Engineers Association of Central California, TTEA, CALBO, CBOAC, National Fire Protection Agency, ICC certification, recertifications and engineering registration. \$2,000 is allocated for the CALBO Committees to promote improved communications and customer service for the Division. Staff expects to use the full budget amount during FY 18/19 as the department has reached full staffing. This also includes a \$2,000 increase to become fully accredited with the ICC, which will increase the external credibility of the department. The accreditation process involves a thorough of all Division processes'. If accredited, a yearly review is required to maintain accreditation.</p>	\$ 7,000
<p><u>63.30</u> <u>DOCUMENT IMAGING</u> - Provides for document imaging contract services to prepare and image large format building permit documents into electronic files for retrieval via Laserfiche, the Town's electronic document repository system.</p>	\$ 5,000
<p><u>63.33</u> <u>SOFTWARE SUPPLIES</u> - Provides for the following:</p> <ul style="list-style-type: none"> - Two (2) RealQuest license, a property and ownership search engine. \$ 1,600 - 18% of the maintenance and support costs for New World Systems, the Town's enterprise resource software (\$53,000 x 18% = \$9,540). These fees are increasing \$ 9,540 - Annual maintenance, support and licensing costs for Geographic Technologies Group, the geographic information systems software integrated into New World Systems. \$ 700 - A platform upgrade for the Community Development module of New World System. \$ 10,000 - Adobe Pro licenses for building staff. \$ 200 	\$ 22,040

COMMUNITY DEVELOPMENT - BUILDING and SAFETY
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

504.000.00 Building and Safety Fund.Non-Department.Non-Division

<u>SUPPLIES and SERVICES (cont'd)</u>	<u>BUDGET</u>
<u>63.35</u> <u>GENERAL SUPPLIES</u> - Provides for office supplies including paper and miscellaneous office supplies. Increase to cover cost of providing supplies to the additional employee.	\$ 3,500
<u>63.45</u> <u>PHOTOCOPYING</u> - Provides for copy usage based upon monthly meter readings and includes printing supplies such as toner.	\$ 2,500
<u>63.50</u> <u>POSTAGE, FREIGHT and DELIVERY</u> - Provides for anticipated postage and mailing costs including application and permit letters, public information and customer service handout materials.	\$ 750
<u>63.55</u> <u>PRINTING</u> - Provides for printing costs of building permits, occupancy approvals, and public service handout materials.	\$ 1,000
<u>63.56</u> <u>PUBLICATIONS</u> - Provides for the purchase of building code books, reference manuals and educational materials.	\$ 7,500
<u>63.70</u> <u>TELEPHONE</u> - Provides for an allocation of costs associated with base and long distance telephone rates, the optical fibre network internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for staff cellular phone service and associated equipment.	\$ 5,000
<u>63.80</u> <u>CREDIT CARD FEES</u> - Provides for payment of fees for credit card payments accepted by the Division for customer charges. Staff completed an evaluation of credit card charges during FY 16/17 and the charges will now be split with the Facilities and Traffic Impact Fee Funds. Allocation of charges is based on proportionate share of revenue. Increase to match anticipated increase expected for the Building Division revenues.	\$ 25,000
<u>66.20</u> <u>REPAIR and MAINTENANCE - OFFICE EQUIPMENT</u> - Provides for maintenance and unscheduled repair of office equipment.	\$ 1,500
<u>66.50</u> <u>SMALL TOOLS</u> - Provides for the purchase of small tools for inspectors.	\$ 1,000
<u>68.50</u> <u>RENT - OFFICE SPACE</u> - Provides for the Building and Safety Division's lease of Town Hall office space including utilities, facility maintenance, and janitorial services. The total rental rate is \$3.45 per square foot. The budget for FY 17/18 was under allocated due to formula error. Estimated actuals include actual rate.	\$ 58,057
<u>69.10</u> <u>VEHICLES - FUEL</u> - Provides for the fuel costs associated with Building and Safety Division's Town maintained vehicles.	\$ 7,500

COMMUNITY DEVELOPMENT - BUILDING and SAFETY
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

504.000.00 Building and Safety Fund.Non-Department.Non-Division

SUPPLIES and SERVICES (cont'd)

BUDGET

<u>69.70</u>	<u>VEHICLES and EQUIPMENT - REPAIR and MAINTENANCE</u> - Provides for maintenance and \$ unscheduled repair of the Building division vehicles, including car washes.	250
<u>69.76</u>	<u>FLEET MAINTENANCE ALLOCATION</u> - Provides for an allocation of vehicle maintenance costs \$ provided by the Fleet Maintenance Division. In the past, staff used the actual allocation from the most recently completed fiscal year to create the budgeted allocation. This created large fluctuations in the budget when one division's fleet required a substantial amount of maintenance. In order to help smooth the budget year-on-year, staff has switched to a rolling three-year average allocation. Although the changes for FY 18/19 appear large, staff feels that this change will help prevent large fluctuations in the budget going forward. Actual costs allocated will reflect staff time and part costs incurred by the Fleet Maintenance Division.	12,499

CAPITAL OUTLAY

<u>77.10</u>	<u>TRANSFER TO CIP PROJECTS</u> - FY 17/18 estimated actuals include funding used to replace end of life \$ copy machines. No Building and Safety Fund funding is budgeted for FY 18/19.	-
<u>80.20</u>	<u>COMPUTER EQUIPMENT</u> - provides for the replacement of four (4) computers per the Town's \$ Computer Replacement Plan (\$1,500 each), four (4) large monitors for inspectors' work stations (\$1,000 each), and two (2) large screen monitors for plan review (\$1,000 each).	12,000
<u>89.00</u>	<u>DEPRECIATION EXPENSE</u> - For the enterprise funds, this account expenses the used portions of fixed \$ assets in accordance with the accounting rules for enterprise funds. Many of the assets capitalized to this fund will be fully depreciated at the end of FY 17/18.	6,000

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**COMMUNITY DEVELOPMENT - CODE COMPLIANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET**

101.121.00 General Fund.Code Compliance.Non-Division		2016/17	2017/18	2017/18	2018/19	% CHG BUD	% CHG BUD
ACCOUNT		ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	PROPOSED BUDGET	TO EA	TO BUD
PERSONNEL							
50.11	Wages - Regular Full-time	79,621	84,004	79,540	88,305	11.02%	5.12%
50.31	Overtime - Regular Full-time	-	500	500	500	0.00%	0.00%
54.xx	Benefits	32,793	37,300	34,112	42,177	23.64%	13.07%
54.61	Deferred Compensation	859	956	853	1,966	130.49%	105.66%
	Total Personnel	113,273	122,760	115,005	132,948	15.60%	8.30%
SUPPLIES & SERVICES							
60.10	Clothing & Uniforms	143	350	270	350	29.63%	0.00%
60.15	Education & Training	-	2,000	2,400	2,000	-16.67%	0.00%
61.00	Professional Services	-	4,000	-	4,000	0.00%	0.00%
63.10	Communication Systems Maintenance	-	100	-	-	0.00%	-100.00%
63.25	Memberships & Dues	170	250	140	200	42.86%	-20.00%
63.33	Software Supplies	1,592	1,500	1,300	1,300	0.00%	-13.33%
63.35	General Supplies	284	400	300	400	33.33%	0.00%
63.50	Postage, Freight & Delivery	305	350	270	300	11.11%	-14.29%
63.55	Printing	-	100	20	20	0.00%	-80.00%
63.70	Telephone	1,186	1,300	1,100	1,200	9.09%	-7.69%
69.10	Vehicles - Fuel	740	900	760	1,000	31.58%	11.11%
69.76	Fleet Maintenance Allocation	1,450	3,111	1,373	2,933	113.61%	-5.72%
	Total Supplies & Services	5,871	14,361	7,933	13,703	72.73%	-4.58%
CAPITAL OUTLAY							
80.20	Computer Equipment	-	-	-	1,500	0.00%	
80.34	Fleet Replacement Fund	1,300	1,300	1,300	1,300	0.00%	0.00%
	Total Capital Outlay	1,300	1,300	1,300	2,800	115.38%	115.38%
	TOTAL	120,444	138,421	124,238	149,451	20.29%	7.97%
63.02	Code Compl. costs charged to Bldg Div.	(60,174)	(69,211)	(62,119)	(74,726)	0.00%	7.97%
	Net General Fund Expenditures	60,271	69,211	62,119	74,725	20.29%	7.97%

Note: 50% of Code Compliance Division costs are charged to the Building Division as of FY 15/16.

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**COMMUNITY DEVELOPMENT - CODE COMPLIANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.121.00 General Fund.Code Compliance.Non-Division

ACTIVITY DESCRIPTION

The function of the Code Compliance Division is to plan, supervise, coordinate, and participate in the enforcement of State of California and Town of Truckee ordinances governing building and land-use within the city limits. Activities include but are not limited to coordinating with Town division on enforcement issues, abatement of nuisance situations or illegal construction, and permitting of temporary signs. The Planning Manager is responsible for the administration of the Code Compliance Division. The Code Compliance Division is currently managed as part of the Community Development Department. Code Compliance is funded 50% from the General Fund and 50% from the Building and Safety Division enterprise fund.

Should there be changes to the short-term rental regulations and when there are changes to the cannabis-related regulations, this may have an affect on the staffing levels within this division to ensure proper and equitable code compliance throughout Town. No changes are assumed within this budget, but changes may occur in the FY 19/20 budget.

PERSONNEL

BUDGET

<u>50.11</u>	<u>WAGES - REGULAR FULL-TIME</u> - Provides for 10% of the salary of one (1) Planning Manager (converted from a Town Planner) and one (1) Code Compliance Officer.	\$ 88,305
<u>50.31</u>	<u>OVERTIME - REGULAR FULL-TIME</u> - Provides for costs associated with non-exempt employees working outside of normal working hours.	\$ 500
<u>54.xx</u>	<u>BENEFITS</u> - Provides for benefits such as workers' compensation, Town-paid payroll taxes, retirement benefits, health coverage, dental coverage, life insurance, optical coverage and Town-paid Medicare contributions. The Town's worker's compensation cost is developed based on actual experiences and due to low worker's compensation incidents in the last few years, the Town's rate has decreased. This decrease is offset by increases in other benefits, particularly pension costs.	\$ 42,177
<u>54.61</u>	<u>DEFERRED COMPENSATION</u> - Provides for deferred compensation as negotiated by employee groups. FY 18/19 budget includes estimates for amounts as offered under the memoranda of understanding currently under negotiation by the Town and employee groups.	\$ 1,966

SUPPLIES and SERVICES

<u>60.10</u>	<u>CLOTHING and UNIFORMS</u> - Provides for the purchase and embroidery of uniform shirts, jackets and coats. Also provides for a boot allowance of \$300 per eligible employee per two year period as negotiated by employee groups.	\$ 350
<u>60.15</u>	<u>EDUCATION and TRAINING</u> - Provides for employee attendance at specialized Code Compliance trainings, annual training conferences, computer training, and customer service training when such opportunities are deemed to offer the Division staff with opportunities that align with current division priorities.	\$ 2,000
<u>61.00</u>	<u>PROFESSIONAL SERVICES</u> - The primary expenditures in this account are associated with the use of a Hearings Officer to handle appeals of Code Compliance citations. A professional hearings officer has been utilized when needed on complex code compliance cases.	\$ 4,000

**COMMUNITY DEVELOPMENT - CODE COMPLIANCE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.121.00 General Fund.Code Compliance.Non-Division

SUPPLIES and SERVICES (cont'd)

BUDGET

<u>63.25</u>	<u>MEMBERSHIPS and DUES</u> - Provides for a membership in the California Association of Code Enforcement Officers.	\$ 200
<u>63.33</u>	<u>SOFTWARE SUPPLIES</u> - Provides for one RealQuest license, a property and ownership search engine.	\$ 1,300
<u>63.35</u>	<u>GENERAL SUPPLIES</u> - Provides for office expenses including paper and miscellaneous office supplies.	\$ 400
<u>63.50</u>	<u>POSTAGE, FREIGHT and DELIVERY</u> - Provides for daily Code Compliance mailings, follow-ups, and warnings. Staff proposes to decrease the budget for this item to better align with historical spending.	\$ 300
<u>63.55</u>	<u>PRINTING</u> - Provides for forms and citation books.	\$ 20
<u>63.70</u>	<u>TELEPHONE</u> - Provides for an allocation of costs associated with base and long distance telephone rates, the optical fibre network internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for staff cellular phone service and associated equipment.	\$ 1,200
<u>69.10</u>	<u>VEHICLES - FUEL</u> - Provides for fuel expenses for the Code Compliance vehicle. Increase to provide for potential increase in gas costs.	\$ 1,000
<u>69.76</u>	<u>FLEET MAINTENANCE ALLOCATION</u> - Provides for an allocation of vehicle maintenance costs provided by the Fleet Maintenance Division. In the past, staff used the actual allocation from the most recently completed fiscal year to create the budgeted allocation. This created large fluctuations in the budget when one division's fleet required a substantial amount of maintenance. In order to help smooth the budget year-on-year, staff has switched to a rolling three-year average allocation. Although the changes for FY 18/19 appear large, staff feels that this change will help prevent large fluctuations in the budget going forward. Actual costs allocated will reflect staff time and part costs incurred by the Fleet Maintenance Division.	\$ 2,933

CAPITAL OUTLAY

<u>80.20</u>	<u>COMPUTER EQUIPMENT</u> - Provide for one (1) replacement computer for the Code Compliance Officer (\$1,500 each) per the Town's Computer Replacement Plan.	\$ 1,500
<u>80.34</u>	<u>FLEET REPLACEMENT FUND</u> - Provides for the eventual and identified replacement of the Code Compliance Division vehicles as part of the Town's Fleet Replacement Plan.	\$ 1,300

OTHER

<u>63.02</u>	<u>CODE COMPLIANCE COSTS CHARGED TO BUILDING DIVISION</u> - Provides for an offset of 50% of the General Fund Code Compliance Division budgeted expenditures which are reallocated to the Building and Safety Division. This charge is necessary to reflect the true costs of operating the Building and Safety Division as an enterprise fund.	\$ (74,726)
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SECTION 7 - PUBLIC SAFETY EXPENDITURES

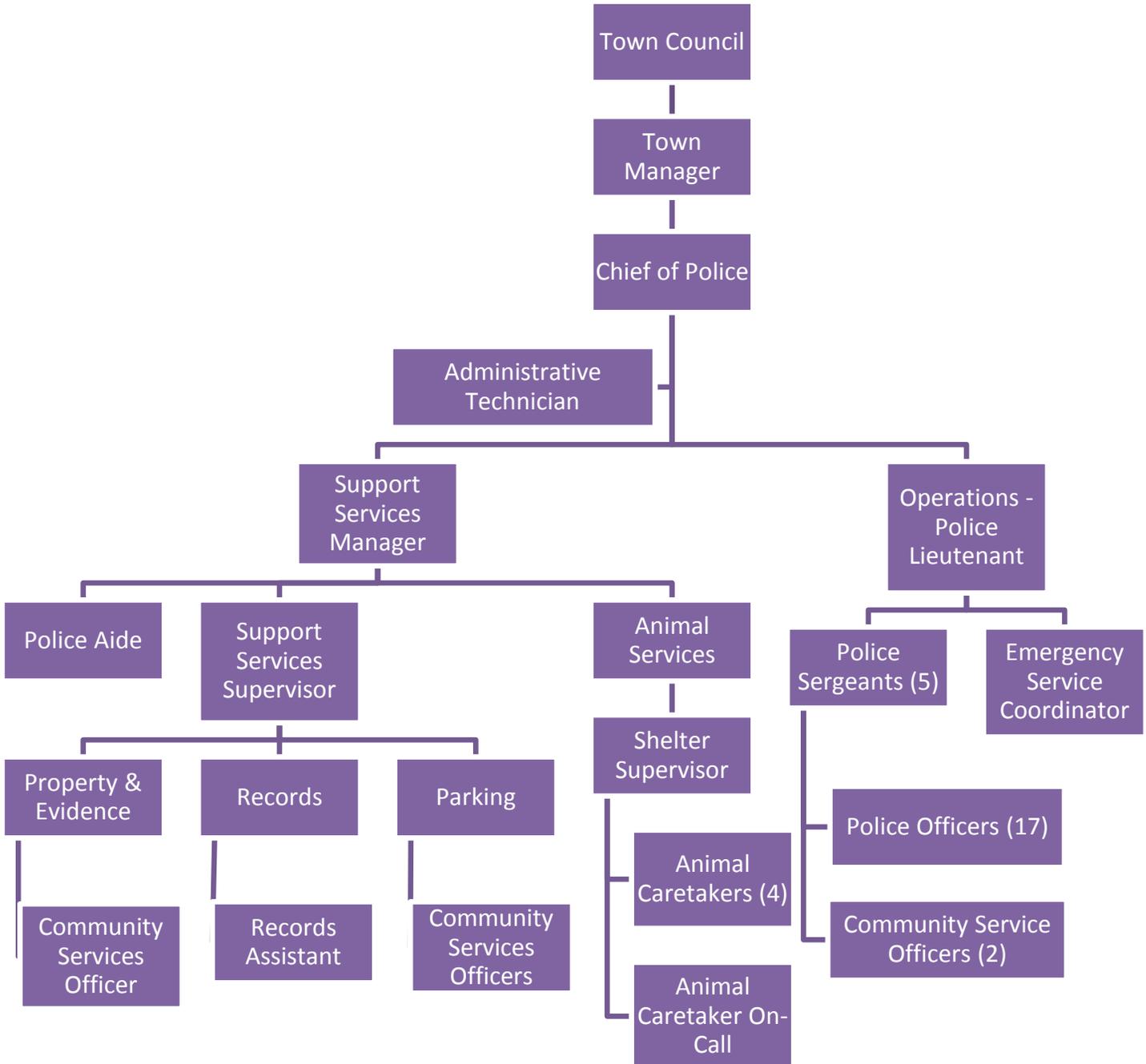
PUBLIC SAFETY ORGANIZATION CHART

POLICE EXPENDITURES

ANIMAL SERVICES EXPENDITURES

PARKING EXPENDITURES

**PUBLIC SAFETY ORGANIZATION CHART
TOWN OF TRUCKEE
2018/19 BUDGET**



PUBLIC SAFETY - POLICE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET

101.110.xx General Fund.Police

ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
PERSONNEL							
50.11	Wages - Regular Full-time	2,672,004	2,965,128	2,633,202	3,049,117	15.80%	2.83%
50.14	Wages - Regular Part time	69,808	127,204	53,404	102,781	92.46%	-19.20%
50.15	Wages - Regular Temporary/Seasonal	9,512	13,776	10,546	11,823	12.11%	-14.18%
50.31	Overtime - Regular Full-time	184,323	178,500	165,518	178,500	7.84%	0.00%
50.32	Overtime - Holiday	116,979	146,415	125,684	146,053	16.21%	-0.25%
50.34	Overtime - Temporary	3,014	-	775	-	-100.00%	
54.xx	Benefits	1,215,376	1,376,969	1,159,267	1,473,361	27.09%	7.00%
54.61	Deferred Compensation	13,928	6,083	23,816	65,914	176.76%	983.50%
54.81	RHS	1,543	1,593	1,498	1,716	14.56%	7.71%
60.05	Non-taxable Workers Comp Pay	-	-	61,139	-	-100.00%	
	Total Personnel	4,286,485	4,815,669	4,234,849	5,029,265	18.76%	4.44%
SUPPLIES & SERVICES							
60.10	Clothing & Uniforms	20,659	17,000	17,900	29,500	64.80%	73.53%
60.15	Education & Training	50,232	50,000	72,000	70,000	-2.78%	40.00%
61.00	Professional Services	54,225	55,500	54,000	55,500	2.78%	0.00%
61.10	Prof Services - Police Dispatch	340,715	350,000	350,000	341,000	-2.57%	-2.57%
63.05	Advertising	1,425	2,500	150	2,500	1566.67%	0.00%
63.10	Communication System Maintenance	4,169	15,000	8,000	15,000	87.50%	0.00%
63.25	Memberships & Dues	1,804	2,000	2,000	2,000	0.00%	0.00%
63.33	Software Supplies	35,459	39,427	39,427	41,600	5.51%	5.51%
63.34	Safety Supplies	10,993	16,000	16,000	16,000	0.00%	0.00%
63.35	General Supplies	30,261	28,000	28,000	28,000	0.00%	0.00%
63.36	Watercraft Inspection Expenses	51,239	183,533	73,914	80,000	8.23%	-56.41%
63.45	Photocopying	469	750	1,300	750	-42.31%	0.00%
63.50	Postage, Freight & Delivery	2,330	2,000	2,000	2,000	0.00%	0.00%
63.55	Printing	3,188	3,000	2,100	2,500	19.05%	-16.67%
63.56	Publications	-	-	500	-	-100.00%	
63.69	DUI & Narcotics Analysis Fees	14,520	22,000	15,000	15,000	0.00%	-31.82%
63.70	Telephone	60,493	70,000	70,000	82,000	17.14%	17.14%
63.76	Towing Services	1,250	1,250	1,905	1,500	-21.26%	20.00%
66.20	Repair & Maint. - Office Equip.	-	250	-	250	0.00%	0.00%
67.10	Abandoned Vehicle Towing	4,823	5,000	5,500	5,000	-9.09%	0.00%
67.15	Accidents & Damage	(1,405)	-	11,500	-	-100.00%	
69.10	Vehicles - Fuel	64,937	75,000	62,000	70,000	12.90%	-6.67%
69.70	Vehicles & Equip - R & M Outsourcing	74	2,500	500	2,500	400.00%	0.00%
69.76	Fleet Maintenance Allocation	136,562	148,746	110,176	160,572	45.74%	7.95%
	Total Supplies & Services	888,421	1,089,456	943,872	1,023,172	8.40%	-6.08%
CAPITAL OUTLAY							
80.20	Computer Equipment	1,860	11,200	11,200	4,500	-59.82%	-59.82%
80.34	Fleet Replacement Fund	178,219	178,219	178,219	178,219	0.00%	0.00%
80.35	Machinery & Equipment	9,998	-	-	-	0.00%	
	Total Capital Outlay	190,076	189,419	189,419	182,719	-3.54%	-3.54%
	TOTAL	5,364,983	6,094,544	5,368,140	6,235,156	16.15%	2.31%

Note: See CIP C1208 for the Police Department Information Technology capital improvement project.

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**PUBLIC SAFETY - POLICE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.110.xx General Fund.Police

ACTIVITY DESCRIPTION

The Truckee Police Department (TPD) provides all police-related services for the Town, including administration, uniformed patrol, boat patrol on Donner Lake, investigative services, staffing a School Resource Officer for on-campus police support, animal services, and parking enforcement. In addition, the department supports a number of community oriented initiatives that address prevention, intervention, and education components. As of FY 16/17, the budget includes expenditures and revenues to fully implement an aquatic invasive species program, managed by the Police Support Services Division to help keep Donner Lake free of invasive species. The budget assumes full grant funding of the program (see account 45.13 in the General Fund Revenues section of this budget for more information).

The TPD staffing allocation and deployment strategy is designed to provide for a safe community that emphasizes high quality public service for all those living in and visiting the Town of Truckee. The TPD's staffing ratio encompasses the unique dynamics of the Town of Truckee that include varying population increases, a high number of second homeowners, tourism, and a wide variety of special events. The department has the privilege of serving a community that includes urban and rural type neighborhoods over a wide geographical region which bisect a major interstate and an interstate river. In addition to traditional policing issues encountered in most areas of California, TPD staff has the additional skills and training necessary to police in a resort mountain town that embraces a service first philosophy.

Since the formation of the TPD in the year 2001 and consistent with the consultant's report in the year 2000, the police department has always had twenty-five (25) budgeted sworn police officers. This total includes the police chief through the rank of police officer. There have been budget years where the number of sworn police officers rose to twenty-six (26) or twenty-seven (27) because of additional grant funded positions. Those grants expired many budget cycles ago and the number of sworn police officers has reduced back to twenty-five (25) through attrition. The total number of budgeted sworn police officers has never fallen below twenty-five (25) until FY 12/13 when one position was unfunded as part of the adopted budget to help cover a budget short-fall. This action was recommended by the police chief as a cost saving measure. The budget for FY 13/14 restored funding for the twenty-fifth position to return the department to the same staffing levels that have existed since the year 2001, including the use of reserve officers.

Over the course of the last several years the previous Police Chief and the current Police Chief have led annual top to bottom analysis of the department's staffing and other resources in relation to the department's policing philosophy and activity levels. The annual adjustments continue to identify savings and efficiencies within the department. A management reduction occurred in February of 2017 resulting in reduced personnel costs when the Captain position was converted to a Lieutenant position. The Police Chief is confident the reduction management has not hampered or jeopardized services provided by the department and the changes are contemporary with police best practices.

The Town is in a contract with Nevada County Sheriff's Office (NCSO) for dispatch services and will continue to book prisoners at the NCSO jail facility in Truckee. TPD has contracted with the NCSO for police dispatch and Town 9-1-1 services since September of 2001. On November 1, 2012 all Nevada County Law Enforcement agencies began contracting with NCSO for these services resulting in a regionalization of law enforcement dispatch and 9-1-1. This resulted in contract savings for TPD of approximately \$150,000 annually.

**PUBLIC SAFETY - POLICE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.110.xx General Fund.Police

ACTIVITY DESCRIPTION (cont'd)

Budgeted staffing levels for the Police Department are:

<u>Position</u>	<u>Number of Employees</u>
Chief of Police (95%)	1
Lieutenant	1
Support Services Manager (55%)	1
Sergeant (Patrol) [1 at 90%]	5
Administrative Technician	1
Police Officer (Investigations)	2
Police Officer (School Resource)	1
Police Officer (Traffic)	2
Police Officer (Patrol)	12*
Emergency Services Coordinator (Reserve)	1 (part-time)
Police Officer (Reserve)	2 (part-time)
Support Services Supervisor (75%)	1
Community Service Officer (CSO) [1 at 55%; 2 at 75%]	3
Community Service Officer (Property & Evidence)	1
Police Records Assistant (95%)	1
Police Aide	1

*Of the 17 budgeted Patrol Officers, one position is currently vacant and budgeted to be filled starting 7/1/18.

PERSONNEL

BUDGET

<u>50.11</u>	<u>WAGES - REGULAR FULL-TIME</u> - Provides for staffing as indicated above for all full-time positions. For sworn officers, this amount includes any add-pay items the officer is eligible for.	\$ 3,049,117
<u>50.14</u>	<u>WAGES - REGULAR PART-TIME</u> - Provides for one (1) Emergency Services Coordinator and two (2) Reserve Police Officers. Staff is proposing to wind down the Reserve Sergeant program and as such, has not included any Reserve Sergeants in this budget.	\$ 102,781
<u>50.15</u>	<u>WAGES - TEMPORARY/SEASONAL</u> - Provides for an intern (960 hrs) to assist with staffing of the TPD front desk.	\$ 11,823
<u>50.31</u>	<u>OVERTIME - REGULAR FULL-TIME</u> - Provides for overtime costs associated with non-exempt positions. Overtime includes coverage for numerous community special events, staffing during vacations and during court appearances. The most significant community events foreseen in the FY 18/19 overtime budget are: - Annual Independence Day celebration - Truckee Thursdays	\$ 178,500 \$ 10,000 \$ 12,800

**PUBLIC SAFETY - POLICE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.110.xx General Fund.Police

PERSONNEL (cont'd)

BUDGET

<u>50.32</u>	<u>HOLIDAY PAY</u> - <u>NON-EXEMPT SWORN</u> - Provides for holiday pay accrual costs as provided for in the terms of the personnel agreement with the Police Officer's Association and accounting for the option of holiday accrual payoff to the employee in the first pay period of the month of December. The budgeted cost reflects the maximum cost for holiday hours accruable during the year including special pay.	\$ 146,053
<u>54.xx</u>	<u>BENEFITS</u> - Provides for benefits such as workers' compensation, Town-paid payroll taxes, retirement benefits, health coverage, dental coverage, life insurance, optical coverage and Town-paid Medicare contributions. The Town's worker's compensation cost is developed based on actual experiences and due to low worker's compensation incidents in the last few years, the Town's rate has decreased. This decrease is offset by increases in other benefits, particularly pension costs.	\$ 1,473,361
<u>54.61</u>	<u>DEFERRED COMPENSATION</u> - Provides for deferred compensation as negotiated by employee groups. FY 18/19 budget includes estimates for amounts as offered under the memoranda of understanding currently under negotiation by the Town and employee groups.	\$ 65,914
<u>54.81</u>	<u>RHS</u> - Retirement Health Savings (RHS) provided as negotiated by employee groups.	\$ 1,716
<u>60.05</u>	<u>NON-TAXABLE WORKERS COMP PAY</u> - Provides for amounts paid to sworn officers who are unable to work for a period due to a work related injury.	\$ -

SUPPLIES and SERVICES

<u>60.10</u>	<u>CLOTHING and UNIFORMS</u> - Provides for a complete uniform set for newly hired employees, uniform shirts for administrative staff and uniforms for specialty assignments. As negotiated by the employee groups, sworn officers are paid a uniform stipend, which they are expected to use to maintain their uniforms at required levels and for the replacement of items as they wear down. The FY 18/19 budget includes winter jacket replacements (\$400/jacket) to replace jackets that have been in use for five or more years. Additionally, the budget for FY 18/19 provides for twelve (12) replacement tactical vests (\$1,000 each) for field officers. The Town has received \$2,094 grant funding to offset the cost of tactical vests from the Department of Justice's Bullet Proof Vest program. This funding is reflected in the Revenues section of this budget.	\$ 29,500
<u>60.15</u>	<u>EDUCATION and TRAINING</u> - Provides for travel and training for all members of the department. Sworn officers are mandated to attend certified training mandated to retain their sworn officer status. Some training is reimbursable by the Commission on Peace Officers Standards and Training (POST) (see account 45.76 in the General Fund Revenues section of this budget for more information regarding the POST reimbursement). FY 17/18 estimated actuals includes the cost of sending a potential officer to training to earn officer certification. This is a new tactic used by many police forces to help combat staffing issues. The increase budgeted for FY 18/19 is to provide training for an Emergency Services Coordinator.	\$ 70,000

**PUBLIC SAFETY - POLICE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.110.xx General Fund.Police

SUPPLIES and SERVICES (cont'd)

BUDGET

61.00	<u>PROFESSIONAL SERVICES</u> - Provides for the following:	\$ 55,500
	- Specialized attorney fees, Internal Affairs associated costs, rekeying costs, and unforeseen miscellaneous costs. \$ 11,500	
	- Department of Justice (DOJ) fee for LiveScans completed by the TPD. \$ 27,000	
	- Audits and professional internal reviews/assessments. This is to provide for the audit and review of high liability services and practices such as property and evidence and in-field audio/video taping and for the subsequent updating of such services and practices. \$ 1,500	
	- Background investigations for potential new hires (approx. \$2,000 each). \$ 6,000	
	- Pre-employment psychological (\$450 each) and polygraph examinations (\$275 each), employee crisis counselling, and fitness for duty examinations. \$ 2,500	
	- Victim assault exams. \$ 5,000	
	- Each year the TPD's detective team encounters investigations that require specialty investigative expertise or forensic evaluation that is outside the scope of the department's current resources. These situations demand a contractual expenditure with the DOJ or other allied agencies. \$ 2,000	
	- Security alarm at PD Annex Building (\$155 per month). \$ 1,860	
61.10	<u>PROFESSIONAL SERVICES - POLICE DISPATCH</u> - Current dispatching services are provided through an annual contract with the Nevada County Sheriff's Office (NCSO). The consolidated dispatching contract achieved during FY 12/13 significantly reduced the annual cost of dispatching services. Decreased costs reflect actual costs incurred by the NCSO. Dispatch contract expected to be re-negotiated during FY 18/19.	\$ 341,000
63.05	<u>ADVERTISING</u> - Provides for publication of informational materials for the community regarding enforcement policies, safety issues on Donner Lake and safety issues elsewhere in Town, as necessary. Also provides for costs of advertising job openings in trade publications and other media outlets.	\$ 2,500
63.10	<u>COMMUNICATIONS SYSTEM MAINTENANCE</u> - Provides for the annual maintenance of emergency radio equipment; annual rent expenses to the Truckee Donner Public Utilities District for the police radio voter on Ski Slope Drive (currently \$879 a year); maintenance and repairs on all department mobile and portable radios including batteries for portables; and repairs or replacement to any portable radio accessories. Maintaining the budget for FY 18/19 as staff is currently going through each radio used by the Department and updating any out-of-date parts. Ongoing annual costs are expected to be lower starting in FY 19/20.	\$ 15,000
63.25	<u>MEMBERSHIPS and DUES</u> - Provides for membership in professional organizations for the Police Chief, Police Lieutenant, Support Services Manager, Police Sergeants, Administrative Technician, and Police Officer Detectives, as well as other employees based upon agency needs. Organizations include but are not limited to the Cal-Chiefs, International Association of Chiefs of Police, Federal Bureau of Investigation National Academy, California (CA) Association of Accident Reconstruction Specialists, CA Association for Property and Evidence, CA Law Enforcement Association of Records Supervisors. Membership authorizations paid for by the agency are made at the discretion of the Chief of Police.	\$ 2,000

**PUBLIC SAFETY - POLICE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.110.xx General Fund.Police

SUPPLIES and SERVICES (cont'd)

BUDGET

<u>63.33</u>	<u>SOFTWARE SUPPLIES</u> - Provides for:	\$	41,600
	- California Law Enforcement Telecommunications System maintenance agreement with the Department of Justice (\$1,900 per quarter).	\$	7,600
	- Executive Information Services (EIS), Risk Management Solutions maintenance and support service agreement plan.	\$	8,000
	- Nixle (may be reimbursed by Nevada County OES).	\$	3,500
	- Lexipol Policy Manual Management & Daily Training Bulletins Management (\$3,000 of cost reimbursed by PARSAC).	\$	12,000
	- Annual software licenses for the following: TRAK-Critical Reach (\$400), COPWARE Legal Sourcebook (\$500), Cellebrite (\$2,600), IA Pro (\$1,000), Leads Online (\$2,300) and EvidenceOnQ, a new evidence tracking software purchased with COPS funds (\$1,200).	\$	8,000
	- Annual maintenance contract for the evidence bar code scanner.	\$	500
	- Annual domain controller fee for the Department's webpage.	\$	500
	- Miscellaneous software as needed (i.e. Prezi presentation software, Microsoft software, Adobe).	\$	1,500
<u>63.34</u>	<u>SAFETY SUPPLIES</u> - Provides for all safety supplies and repairs to safety supplies such as firearms, personal protective equipment, batons, chemical agents, road flares, range equipment, ammunition, and tools and munitions less lethal than firearms.	\$	16,000
<u>63.35</u>	<u>GENERAL SUPPLIES</u> - Provides for all non-safety supplies, non-capital items, and equipment including expenses related to conducting employment interviews and staff meetings, tools, evidence packaging items, and unique equipment needs not contained or described in other accounts. Also includes document shredding services at \$45/month.	\$	28,000
<u>63.36</u>	<u>WATERCRAFT INSPECTION PROGRAM</u> - Provides for watercraft inspection program costs including signage, educational materials, watercraft inspection stickers, credit card fees, computer and IT equipment, advertising, and contract costs associated with water craft inspections. As of FY 17/18, the Town has two concurrent grants actively funding the aquatic invasive species program with both grants sun-setting at the end of April of 2018 (see also CIP C1513). See account 45.13 in the General Fund Revenues section of this budget for more information regarding program revenues. Going into FY 18/19, the Town will be applying for a new grant to fund the program. We anticipate grant funding to go through FY 19/20. The Town has a site to run inspections through FY 18/19. For future years, a new site will need to be determined. The FY 17/18 budget numbers were initially determined by the consultant completing the actual inspection process, Tahoe Resource Conservation District. Their actual expenses were much lower than anticipated.	\$	80,000
<u>63.45</u>	<u>PHOTOCOPYING</u> - Provides for copier usage based on monthly meter readings.	\$	750
<u>63.50</u>	<u>POSTAGE, FREIGHT and DELIVERY</u> - Provides for postage costs.	\$	2,000

**PUBLIC SAFETY - POLICE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.110.xx General Fund.Police

<u>SUPPLIES and SERVICES (cont'd)</u>	<u>BUDGET</u>
<u>63.55</u> <u>PRINTING</u> - Provides for printing of business cards, traffic citations, report forms and the Police Department's annual report. Also provides for printing of materials, which will be distributed to educate the community about ongoing community-policing issues.	\$ 2,500
<u>63.69</u> <u>DUI and NARCOTICS ANALYSIS FEES</u> - This is a State mandated pass-through to cities that requires the Town to pay for the cost of chemical testing on DUI and Narcotics cases. Each year, Nevada County receives funding from the State to cover the cost of these tests. If State funding is not sufficient to cover the total amount of tests conducted, then it will be necessary to use these funds. This line previously included amounts that were paid on-behalf of another agency for DUI-related testing. These amounts were fully reimbursed on a quarterly basis, therefore the amount is no longer included in this line, since the net effect of these tests to the Town's budget is \$0.	\$ 15,000
- Blood draws at \$48 each (up from \$46 each in FY 16/17) with approximately 12 per month.	\$ 7,000
- Valtox drug screenings.	\$ 8,000
<u>63.70</u> <u>TELEPHONE</u> - Provides for an allocation of costs associated with base and long distance telephone rates, the optical fiber network internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for staff cellular phone service and associated equipment. The increase budgeted for FY 18/19, is due to the addition of a fiber optic connection with the Department of Justice (\$1,000/month).	\$ 82,000
<u>63.76</u> <u>TOWING SERVICES</u> - Provides for cost of towing and storage of impounded vehicles and towing of police vehicles to be repaired. There were more vehicles impounded during FY 17/18, which prompted staff to increase the budget for this line item to cover the increased expense, as these impounding is expected to continue. This expense is offset by impound release fees which are included in the Revenues section of this budget.	\$ 1,500
<u>66.20</u> <u>REPAIR and MAINTENANCE - OFFICE EQUIPMENT</u> - Provides for maintenance and unscheduled repair of office equipment.	\$ 250
<u>67.10</u> <u>ABANDONED VEHICLE TOWING</u> - Provides for the estimated cost of towing abandoned vehicles from public and private property. Actual costs are reimbursed through vehicle registration funds administered through a joint powers authority.	\$ 5,000
<u>67.15</u> <u>ACCIDENTS and DAMAGE</u> - Provides funds for repairs of minor damage to private property or town property that may be caused during normal police activities. Negative balances reflect reimbursement from private parties for damages caused to Town property. These reimbursements offset the cost of repairing Town property, typically charged to the TPD via the Fleet Maintenance Allocation.	\$ -
<u>69.10</u> <u>VEHICLES - FUEL</u> - Provides for motor vehicle fuel. Although staff anticipates a 5% increase in the price of fuel during FY 18/19, the budget has been decreased based on average mileage use over the past five years.	\$ 70,000

**PUBLIC SAFETY - POLICE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.110.xx General Fund.Police

SUPPLIES and SERVICES (cont'd)

BUDGET

<u>69.70</u>	<u>VEHICLES and EQUIPMENT - REPAIR and MAINTENANCE OUTSOURCING</u> - Provides for \$ maintenance costs from outside vendors associated with department vehicles (cars, boat, bicycles, trailers). Such equipment includes radar units, and mounted thermal imagers. Also provides for carwash services for the TPD fleet.	2,500
<u>69.76</u>	<u>FLEET MAINTENANCE ALLOCATION</u> - Provides for an allocation of vehicle maintenance costs \$ provided by the Fleet Maintenance Division. In the past, staff used the actual allocation from the most recently completed fiscal year to create the budgeted allocation. This created large fluctuations in the budget when one division's fleet required a substantial amount of maintenance. In order to help smooth the budget year-on-year, staff has switched to a rolling three-year average allocation. Although the changes for FY 18/19 appear large, staff feels that this change will help prevent large fluctuations in the budget going forward. Actual costs allocated will reflect staff time and part costs incurred by the Fleet Maintenance Division.	160,572

CAPITAL OUTLAY

<u>80.20</u>	<u>COMPUTER EQUIPMENT</u> - Provides for the replacement of three (3) computers per the Town's \$ Computer Replacement Program (\$1,500 each).	4,500
<u>80.34</u>	<u>FLEET REPLACEMENT FUND</u> - Provides for the eventual and identified replacement of the TPD \$ vehicles as part of the Town's Fleet Replacement Plan.	178,219

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**PUBLIC SAFETY - ANIMAL SERVICES
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET**

101.111.00 General Fund.Animal Services.Non-Division

ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
PERSONNEL							
50.11	Wages - Regular Full-time	209,946	235,464	247,956	288,627	16.40%	22.58%
50.15	Wages - Temporary/Seasonal	8,146	15,830	20,558	11,156	-45.73%	-29.52%
50.31	Overtime - Regular Full-time	3,231	2,000	2,500	2,000	-20.00%	0.00%
50.34	Overtime - Regular Part-time	102	-	-	-	0.00%	
51.10	Wages - Reimbursed	-	-	(18,000)	-	0.00%	
54.xx	Benefits	95,720	118,664	125,764	125,420	-0.27%	5.69%
54.61	Deferred Compensation	1,677	2,040	2,281	10,598	364.70%	419.47%
	Total Personnel	328,798	373,998	381,059	437,803	14.89%	17.06%
SUPPLIES & SERVICES							
60.10	Clothing & Uniforms	907	800	1,000	800	-20.00%	0.00%
60.15	Education & Training	6,906	7,000	5,000	7,000	40.00%	0.00%
61.00	Professional Services	3,509	4,000	3,000	4,000	33.33%	0.00%
63.05	Advertising	355	1,000	250	500	100.00%	-50.00%
63.25	Memberships & Dues	414	500	500	500	0.00%	0.00%
63.33	Software Supplies	1,400	2,800	2,800	2,800	0.00%	0.00%
63.35	General Supplies	3,162	3,000	1,400	3,000	114.29%	0.00%
63.45	Photocopying	1,132	1,000	1,300	1,200	-7.69%	20.00%
63.50	Postage, Freight & Delivery	1,686	3,000	2,500	2,500	0.00%	-16.67%
63.55	Printing	336	1,000	500	700	40.00%	-30.00%
63.70	Telephone	2,921	4,000	4,000	4,000	0.00%	0.00%
66.10	Repair & Maint - Buildings	1,007	1,000	1,200	1,200	0.00%	20.00%
67.05	Shelter Supplies	21,681	25,000	25,000	25,000	0.00%	0.00%
	Total Supplies & Services	45,414	54,100	48,450	53,200	9.80%	-1.66%
CAPITAL OUTLAY							
80.20	Computer Equipment	-	-	-	3,000	0.00%	
	Total Capital Outlay	-	-	-	3,000	0.00%	
	TOTAL	374,213	428,098	429,509	494,003	15.02%	15.39%

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PUBLIC SAFETY - ANIMAL SERVICES
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.111.00 General Fund. Animal Services.Non-Division

ACTIVITY DESCRIPTION

Animal Services plans, supervises, coordinates, and participates in the operation of the Town's Animal Shelter for the care and housing needs of domestic animals within the Town of Truckee. Activities include animal husbandry of the shelter animals, administration of the dog licensing program, vaccination clinics, and the administration of the community spay and neuter program. Shelter services are also provided to Placer County and Sierra County by contract. Animal Services is managed as part of the Support Services Division in the Truckee Police Department.

The Animal Shelter opened to the public in September of 2013 and is run in partnership with the Humane Society of Truckee-Tahoe (HSTT). Calendar year 2017 saw a slight decrease in the total number of animal intakes at the Shelter compared to 2016. Total intakes for 2017 were 1041, a 9% decrease over 2016. During the same time period, adoption rates increased by 2%. There were over 783 field calls for service with 52 animal bites handled and 43 citations issued. Supply, utility, and building maintenance costs are split 50/50 between the Town and the HSTT. The Town's portion of the building maintenance costs are shown in the Facilities Maintenance Division budget.

Activities planned for the FY 18/19 budget year include continuing employee training related to customer service and safety, as well as training related to the current status on all laws, regulations, and procedures. The Community Spay and Neuter Program will continue to be offered with the support of our shelter partners, the HSTT. The program offers low and no cost spaying and neutering to qualifying pet owners within the town. In calendar year 2017, 539 surgeries were preformed.

This budget includes the conversion of two 30-34 hour per week full-time Animal Caretakers to two 40 hours per week full-time Animal Caretakers, for a total of four 40 hour per week Animal Caretakers. These position were converted to the 30-34 hours per week full time positions mid-year of FY 16/17, but due to current staffing needs at the shelter, it was necessary to increase the hours to 40 hours per week. With this change, the Shelter anticipates a more stable schedule and a diminished need for ongoing use of on-call temporary staff hours. This budget only includes funding for 650 hours of on-call support compared to the FY 17/18 budget, which had funding for 950 hours.

PERSONNEL

BUDGET

<u>50.11</u>	<u>WAGES - REGULAR FULL-TIME</u> - Provides for 30% of the salary of one (1) Support Services Manager; one (1) Animal Shelter Supervisor; and four (4) Animal Caretakers at 40 hours per week. A classification study was completed during FY 17/18 which resulted in a reclassification of the Animal Shelter Supervisor's position to a higher range on the salary matrix more appropriate for the duties required of the position.	\$ 288,627
<u>50.15</u>	<u>WAGES - TEMPORARY/SEASONAL</u> - Provides for 650 hours of time to use for on-call Animal Caretakers to cover for sick time, vacations, work-load spikes and training.	\$ 11,156
<u>50.31</u>	<u>OVERTIME - REGULAR FULL-TIME</u> - Provides for costs of coverage due to work load, employee time-off, holiday coverage, and sick leave time.	\$ 2,000
<u>51.10</u>	<u>WAGES - REIMBURSED</u> - Provides for reimbursements from the Town's self-insured pool, PARSAC for staff member wages while out on worker's compensation leave.	-

PUBLIC SAFETY - ANIMAL SERVICES
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

101.111.00 General Fund. Animal Services.Non-Division

<u>PERSONNEL (cont'd)</u>	<u>BUDGET</u>
<p><u>54.xx</u> BENEFITS - Provides for benefits such as workers' compensation, Town-paid payroll taxes, retirement benefits, health coverage, dental coverage, life insurance, optical coverage and Town-paid Medicare contributions. The Town's worker's compensation cost is developed based on actual experiences and due to low worker's compensation incidents in the last few years, the Town's rate has decreased. This decrease is offset by increases in other benefits, particularly pension costs.</p>	<p>\$ 125,420</p>
<p><u>54.61</u> DEFERRED COMPENSATION - Provides for deferred compensation as negotiated by employee groups. FY 18/19 budget includes estimates for amounts as offered under the memoranda of understanding currently under negotiation by the Town and employee groups.</p>	<p>\$ 10,598</p>
<u>SUPPLIES and SERVICES</u>	
<p><u>60.10</u> CLOTHING and UNIFORMS - Provides uniforms and equipment for Animal Services staff. The spike in FY 17/18 spending was due to the cost of providing uniforms to on-call staff which experienced a high rate of turnover during the year.</p>	<p>\$ 800</p>
<p><u>60.15</u> EDUCATION and TRAINING - Provides for employees' attendance at shelter specific training, shelter association meetings, shelter association-type annual training conferences, computer training, and customer service training. The usage of this amount fluctuates based on whether the annual conference is in northern or southern California. The Town only sends the caretaker staff when the conference is in northern California.</p>	<p>\$ 7,000</p>
<p><u>61.00</u> PROFESSIONAL SERVICES - Provides for veterinarian costs for impounded animals, rabies testing, and disposal of hazardous waste. Also include some costs to administer the Community Spay and Neuter Program. Spay and neuter costs are offset by grant revenue from the State of California.</p>	<p>\$ 4,000</p>
<p><u>63.05</u> ADVERTISING - Provides for the cost of advertising for vaccination clinics and licensing renewal reminders. Staff is proposing to decrease the budget to bring it in line with actual spending in prior years.</p>	<p>\$ 500</p>
<p><u>63.25</u> MEMBERSHIPS and DUES - Provides for memberships in the California Animal Control Directors' Association, State Humane Association of California, Society of Animal Welfare Administrators, California Association of Veterinary Technicians, and the Humane Society Veterinarian Medical Association.</p>	<p>\$ 500</p>
<p><u>63.33</u> SOFTWARE SUPPLIES - Provides for software support and maintenance for the Animal Services software and a data and file storage module (\$2,800). The HSTT covers their portion of these costs.</p>	<p>\$ 2,800</p>
<p><u>63.35</u> GENERAL SUPPLIES - Provides for miscellaneous office supplies such as stationery, forms, small equipment, and credit card fees. The HSTT covers their portion of these costs.</p>	<p>\$ 3,000</p>

**PUBLIC SAFETY - ANIMAL SERVICES
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

101.111.00 General Fund. Animal Services. Non-Division

SUPPLIES and SERVICES (cont'd)

BUDGET

<u>63.45</u>	<u>PHOTOCOPYING</u> - Provides for copy usage based upon monthly meter readings. A new copier maintenance contract was negotiated in FY 17/18, which has resulted in slightly higher costs for this division. The HSTT covers their portion of these costs.	\$ 1,200
<u>63.50</u>	<u>POSTAGE, FREIGHT and DELIVERY</u> - Provides for license mailings, daily Animal Services mailings, vehicle abatement mailings, follow-ups, and warnings. The HSTT covers their portion of these costs. Staff is proposing to decrease the budget to bring it in line with actual spending in prior years.	\$ 2,500
<u>63.55</u>	<u>PRINTING</u> - Provides for Animal Services forms, citation books, and dog license tags. Staff is proposing to decrease the budget to bring it in line with actual spending in prior years.	\$ 700
<u>63.70</u>	<u>TELEPHONE</u> - Provides for an allocation of costs associated with base and long distance telephone rates, the optical fibre network internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for staff cellular phone service and associated equipment. The HSTT provides for their portion of these costs.	\$ 4,000
<u>66.10</u>	<u>REPAIR and MAINTENANCE - BUILDINGS</u> - Provides for maintenance supplies not included in the Facilities Maintenance Division budget. Also provides for the cost of laundering the Animal Shelter floor mats.	\$ 1,200
<u>67.05</u>	<u>SHELTER SUPPLIES</u> - Provides for the supplies needed for the sanitary upkeep of the Animal Shelter, kennel areas, bathrooms, and office areas. Also provides for vaccinations, medicine, medical equipment for the clinic, and food for the animals. The HSTT covers their portion of these costs.	\$ 25,000

CAPITAL OUTLAY

<u>80.20</u>	<u>COMPUTER EQUIPMENT</u> - Provides for the replace of two (2) computers per the Town's Computer Replacement Plan for the animal shelter (\$1,500 each).	\$ 3,000
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**PUBLIC SAFETY - PARKING FUND
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET**

501.000.00 Parking Fund.Non-Department.Non-Division

ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
PERSONNEL							
50.11	Wages - Regular Full-time	120,821	125,499	112,431	130,623	16.18%	4.08%
50.14	Wages - Part-time	-	33,884	15,069	24,692	63.86%	-27.13%
50.31	Overtime - Regular Full-time	614	500	1,300	500	-61.54%	0.00%
50.32	Overtime - Holiday	770	828	670	842	25.66%	1.68%
54.xx	Benefits	50,574	63,739	52,095	67,632	29.83%	6.11%
54.11	GASB 68 Pension Expense	(3,442)	-	-	-	0.00%	
54.61	Deferred Compensation	1,251	823	1,746	6,285	259.99%	663.71%
54.81	RHS	81	84	78	92	17.33%	8.95%
55.80	Compensated Absences	4,275	2,830	1,127	1,363	20.99%	-51.83%
	Total Personnel	174,944	228,187	184,516	232,029	25.75%	1.68%
SUPPLIES & SERVICES							
60.10	Clothing & Uniforms	137	1,000	875	1,000	14.29%	0.00%
60.15	Education & Training	821	2,500	2,075	2,500	20.48%	0.00%
61.30	Marketing & Public Relations	-	1,500	350	-	-100.00%	-100.00%
61.36	Town Services - Snow Removal	73,467	35,000	17,000	35,000	105.88%	0.00%
61.37	Town Services - Maintenance	3,312	5,000	3,000	5,000	66.67%	0.00%
63.01	Administrative Overhead	45,268	61,337	51,624	60,623	17.43%	-1.16%
63.05	Advertising	-	500	-	-	0.00%	-100.00%
63.10	Repairs & Maint. - Enforcement Equip.	-	250	-	200	0.00%	-20.00%
63.20	Janitorial Supplies	155	300	300	300	0.00%	0.00%
63.25	Membership & Dues	-	300	350	300	-14.29%	0.00%
63.33	Software Supplies	25,582	28,580	28,580	28,580	0.00%	0.00%
63.35	General Supplies	400	500	350	500	42.86%	0.00%
63.40	Permits, Licenses & Fees	10,198	13,200	8,500	13,200	55.29%	0.00%
63.45	Photocopying	-	75	-	-	0.00%	-100.00%
63.50	Postage, Freight & Delivery	545	800	800	800	0.00%	0.00%
63.55	Printing	-	50	100	50	-50.00%	0.00%
63.56	Publications	-	100	-	-	0.00%	-100.00%
63.70	Telephone	1,310	1,500	1,500	1,500	0.00%	0.00%
63.75	Utilities	720	800	800	800	0.00%	0.00%
63.80	Credit Card Fees	55,998	45,000	57,000	57,000	0.00%	26.67%
63.83	Bank Fees	3,237	4,700	4,700	4,700	0.00%	0.00%
66.15	Repair & Maint - Meters	102	500	-	500	0.00%	0.00%
66.20	Repair & Maint. - Office Equipment	-	50	-	50	0.00%	0.00%
67.06	Supplies - Meter, Signs & Enforcement	14,138	13,000	15,000	14,000	-6.67%	7.69%
68.50	Rent - Office Space	16,229	12,032	17,728	20,320	14.62%	68.88%
68.51	Land Leases	91,865	99,069	99,069	100,130	1.07%	1.07%
69.10	Vehicles - Fuel	254	400	230	300	30.43%	-25.00%
69.76	Fleet Maintenance Allocation	3,275	1,436	1,585	2,041	28.79%	42.10%
	Total Supplies & Services	347,012	329,479	311,516	349,393	12.16%	6.04%
CAPITAL OUTLAY							
77.10	Transfer to Capital Improvement Projects	126,506	500,000	-	575,000	0.00%	15.00%
89.00	Depreciation Expense	9,971	9,971	9,971	9,971	0.00%	0.00%
	Total Capital Outlay	136,476	509,971	9,971	584,971	5766.72%	14.71%
	TOTAL	658,433	1,067,637	506,003	1,166,394	130.51%	9.25%
80.70	Less: Capital Assets	-	(500,000)	-	(575,000)	0.00%	15.00%
	TOTAL NET EXPENDITURES	658,433	567,637	506,003	591,394	16.88%	4.19%

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**PUBLIC SAFETY - PARKING FUND
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

501.000.00 Parking Fund.Non-Department.Non-Division

ACTIVITY DESCRIPTION

The Truckee Police Department is responsible for the oversight of maintenance and operations of the Town's Parking District which includes equipment and facilities, parking lots, revenue collection, facility maintenance, equipment acquisition and repair, resolving of customer issues, lease agreements, coordinating and administering parking permits, adjudication of issued citations, and managing and coordinating daily activities of parking enforcement personnel. The Parking District also coordinates activities with other Town departments and local businesses and acts as a liaison to the public, business owners, boards and Town Council regarding parking related issues.

This budget includes a part-time Police Aide position, which was added as part of the FY 17/18 budget. This position will be tasked primarily with parking enforcement throughout the Town's Parking District. In addition, the Police Aide will be trained and made available to assist with traffic related duties within the Town and with parking related issues outside of the Parking District. By creating this position as Police Aide verse a Parking Enforcement Officer, the position will be better utilized in a variety of assignments or with other duties as assigned.

PERSONNEL

BUDGET

<u>50.11</u>	<u>WAGES - REGULAR FULL-TIME</u> - Provides for the 5% of the salary of the Chief of Police; 15% of the salary of one (1) Support Services Manager; 25% of the wages of one (1) Support Services Supervisor; 10% of the wages of one (1) Police Sergeant; 45% of the wages of one (1) Community Service Officer II; 25% of the wages of two (2) Community Service Officer IIs; and 5% of the wages of one (1) Police Records Assistant.	\$ 130,623
<u>50.14</u>	<u>WAGES - REGULAR PART-TIME</u> - Provides for one (1) part-time Police Aide.	\$ 24,692
<u>50.31</u>	<u>OVERTIME - REGULAR FULL-TIME</u> - Provides for overtime costs for non-exempt personnel for work outside of normal working hours.	\$ 500
<u>50.32</u>	<u>HOLIDAY PAY - NON-EXEMPT SWORN</u> - Provides for a portion of the holiday pay accrual costs as provided for in the terms of the personnel agreement with the Police Officer's Association and accounting for the option of holiday accrual payoff to the employee in the first pay period of the month of December. The budgeted cost reflects the maximum cost for holiday hours accruable including special pay.	\$ 842
<u>54.xx</u>	<u>BENEFITS</u> - Provides for benefits such as workers' compensation, Town-paid payroll taxes, retirement benefits, health coverage, dental coverage, life insurance, optical coverage and Town-paid Medicare contributions. The Town's worker's compensation cost is developed based on actual experiences and due to low worker's compensation incidents in the last few years, the Town's rate has decreased. This decrease is offset by increases in other benefits, particularly pension costs.	\$ 67,632
<u>54.61</u>	<u>DEFERRED COMPENSATION</u> - Provides for deferred compensation as negotiated by employee groups. FY 18/19 budget includes estimates for amounts as offered under the memoranda of understanding currently under negotiation by the Town and employee groups.	\$ 6,285

**PUBLIC SAFETY - PARKING FUND
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

501.000.00 Parking Fund.Non-Department.Non-Division

<u>PERSONNEL (cont'd)</u>	<u>BUDGET</u>
54.81 <u>RHS</u> - Retirement Health Savings (RHS) provided as negotiated by employee groups.	\$ 92
55.80 <u>COMPENSATED ABSENCES</u> - This account will incur the change in the liability of the unused portion of vacation and sick time in accordance with the accounting rules for enterprise funds.	\$ 1,363
 <u>SUPPLIES and SERVICES</u>	
60.10 <u>CLOTHING and UNIFORMS</u> - Provides for uniforms and embroidery for Parking Division staff.	\$ 1,000
60.15 <u>EDUCATION and TRAINING</u> - Provides for ongoing training for the Parking Division staff.	\$ 2,500
61.30 <u>MARKETING and PUBLIC RELATIONS</u> - The Parking District no longer needs outreach services as the District is well established and all necessary information is displayed on the downtown parking meters.	\$ -
61.36 <u>TOWN SERVICES - SNOW REMOVAL</u> - Provides for snow removal and off-haul in the Downtown Parking District provided by the Town of Truckee's Public Works Department.	\$ 35,000
61.37 <u>TOWN SERVICES - MAINTENANCE</u> - Provides for maintenance of parking areas in the Downtown Parking District, including sweeping, striping, slurry seals, paving and signage installation by the Town's Public Works Department.	\$ 5,000
63.01 <u>ADMINISTRATIVE OVERHEAD</u> - Provides for a reimbursement to the General Fund for Parking Division related administrative overhead costs, including payroll, human resources, accounts payable, and facilities maintenance services. This charge is necessary to properly reflect the costs of the Parking Division, which is being operated as an enterprise fund.	\$ 60,623
63.10 <u>REPAIRS and MAINTENANCE - ENFORCEMENT EQUIPMENT</u> - Provides for the repair costs for mobile radio units and citation writing equipment.	\$ 200
63.20 <u>JANITORIAL SUPPLIES</u> - Provides for a portion of dry cleaning costs for employee uniforms.	\$ 300
63.25 <u>MEMBERSHIPS and DUES</u> - Provides for annual membership dues for professional parking associations, as needed.	\$ 300
63.33 <u>SOFTWARE SUPPLIES</u> - Provides for the following:	\$ 28,580
- Monthly meter communication fees, provided by Cale America Inc (~\$1,800 per month).	\$ 21,600
- Monthly service contract fees for the parking citation management program, provided by Velosum (~\$350 per month).	\$ 4,200
63.35 <u>GENERAL SUPPLIES</u> - Provides for paper, miscellaneous office supplies, and the shared expense of other Town-wide office supplies allocated to the Parking Division.	\$ 500

PUBLIC SAFETY - PARKING FUND
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL

501.000.00 Parking Fund.Non-Department.Non-Division

<u>SUPPLIES and SERVICES (cont'd)</u>		<u>BUDGET</u>
<u>63.40</u>	<u>PERMITS, LICENSES and FEES</u> - Provides for the fees paid to Nevada County for paid parking citations as required by State Law.	\$ 13,200
<u>63.50</u>	<u>POSTAGE, FREIGHT and DELIVERY</u> - Provides for postage and mailing costs for Parking Division operations.	\$ 800
<u>63.55</u>	<u>PRINTING</u> - Provides for printing costs related to Parking Division operations.	\$ 50
<u>63.70</u>	<u>TELEPHONE</u> - Provides for an allocation of costs associated with base and long distance telephone rates, the optical fibre network internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for a portion of staff cellular phone service and associated equipment.	\$ 1,500
<u>63.75</u>	<u>UTILITIES</u> - Provides for safety lighting in the Fire Station and Beacon parking lots.	\$ 800
<u>63.80</u>	<u>CREDIT CARD FEES</u> - Provides for credit card processing fees associated with meter parking fees and citation payments. Increase due to the increased usage of credit cards to pay for meter fees in downtown parking areas, as well as new collections on meters recently added in the Brickelltown Maintenance District.	\$ 57,000
<u>63.83</u>	<u>BANK FEES</u> - Provides for bank charges associated with the armoured car service that picks up the coin deposit from the Town, as well as the Parking Division's share of the Town's bank fees.	\$ 4,700
<u>66.15</u>	<u>REPAIR and MAINTENANCE - METERS</u> - Provides for participation in the Partsmart Program with Cale for the replacement of meter parts plus costs associated with routine maintenance for the parking meters.	\$ 500
<u>66.20</u>	<u>REPAIR and MAINTENANCE - OFFICE EQUIPMENT</u> - Provides for maintenance and unscheduled repair of office equipment.	\$ 50
<u>67.06</u>	<u>SUPPLIES - METERS, SIGNS, and ENFORCEMENT</u> - Provides for meter receipt paper, citation paper, meter cleaning supplies, meter spare parts, employee permits, instructional decals, and signage.	\$ 14,000
<u>68.50</u>	<u>RENT - OFFICE SPACE</u> - Provides for the Division's share of office space in Town Hall. This charge is necessary to reflect the true cost of operating this division as an enterprise fund. Budget for FY 17/18 was under allocated due to formula error. Estimated actuals include actual rate.	\$ 20,320

**PUBLIC SAFETY - PARKING FUND
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

501.000.00 Parking Fund.Non-Department.Non-Division

SUPPLIES and SERVICES (cont'd)

BUDGET

<u>68.51</u>	<u>LAND LEASES</u> - Provides for the annual lease payments plus a contracted CPI increase to private off-street parking lot areas as detailed below. The lease payment amount for the Diner Lot will no longer be required if the planned easement purchase is completed with Union Pacific Railroad. Also, the Beacon Lot lease would be discontinued during FY 18/19 when the Railyard Development finishes the work required to be granted an easement by Union Pacific, which includes the area that the Beacon Lot lease currently sits on. Since the timeline on these agreements is not definitive, budgeting for a full-year's worth of lease payments.	\$ 100,130
	- Beacon Lot	\$ 42,130
	- Diner Lot Lease	\$ 58,000
<u>69.10</u>	<u>VEHICLES - FUEL</u> - Provides for an allocation to the Parking Division vehicles for fuel usage.	\$ 300
<u>69.76</u>	<u>FLEET MAINTENANCE ALLOCATION</u> - Provides for an allocation of vehicle maintenance costs provided by the Fleet Maintenance Division. In the past, staff used the actual allocation from the most recently completed fiscal year to create the budgeted allocation. This created large fluctuations in the budget when one division's fleet required a substantial amount of maintenance. In order to help smooth the budget year-on-year, staff has switched to a rolling three-year average allocation. Although the changes for FY 18/19 appear large, staff feels that this change will help prevent large fluctuations in the budget going forward. Actual costs allocated will reflect staff time and part costs incurred by the Fleet Maintenance Division.	\$ 2,041

CAPITAL OUTLAY

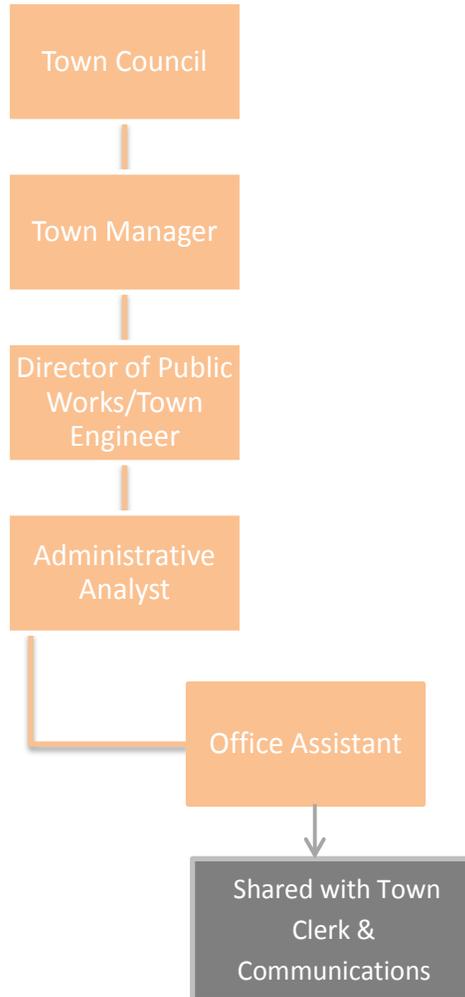
<u>77.10</u>	<u>TRANSFER TO CAPITAL PROJECTS</u> - The budget for FY 18/19 includes funding for an easement on the Diner Lot located adjacent to Jax Diner in downtown Truckee, meter purchases for the new Railyard development, and a parking strategic plan.	\$ 575,000
<u>89.00</u>	<u>DEPRECIATION EXPENSE</u> - For this enterprise fund, this account will expense the used portions of fixed assets in accordance with the accounting rules for enterprise funds.	\$ 9,971

SECTION 8 - PUBLIC TRANSIT EXPENDITURES

PUBLIC TRANSIT ORGANIZATION CHART
PUBLIC TRANSIT EXPENDITURES

PROPOSED

**PUBLIC TRANSIT ORGANIZATION CHART
TOWN OF TRUCKEE
2018/19 BUDGET**



**PUBLIC TRANSIT
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET**

502.xxx.00 Transit Fund.Non-Department.Non-Division		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
ACCOUNT	PERSONNEL						
000							
50.11	Wages - Regular Full-time	87,173	92,448	97,250	103,877	6.81%	12%
54.xx	Benefits	28,629	33,319	30,507	42,758	40.16%	28%
54.11	GASB 68 Pension Expense	(2,864)	-	-	-	0.00%	
54.61	Deferred Compensation	3,781	2,853	5,856	6,576	12.29%	130%
54.81	RHS	102	149	136	109	-19.81%	-27%
55.71	Car Allowances	388	529	507	412	-18.74%	-22%
55.80	Compensated Absences	(315)	1,926	590	2,040	245.76%	6%
	Total Personnel	116,895	131,225	134,846	155,772	15.52%	18.71%
	SUPPLIES & SERVICES						
181	TRUCKEE LOCAL SERVICES						
61.34	Prof Services - Fixed Route	159,132	174,966	174,395	179,627	3.00%	3%
61.35	Prof Services - Donner Summit Winter Shuttle	81,625	72,994	93,656	96,465	3.00%	32%
61.38	Prof Services - Dial-a-Ride	-	299,037	249,296	274,220	10.00%	-8%
61.39	Prof Services - Special Event Shuttle	-	116,750	84,730	123,400	45.64%	6%
68.03	CalTIP Insurance	27,055	-	-	-	0.00%	
69.10	Vehicles - Fuel	17,658	-	-	-	0.00%	
69.76	Fleet Maintenance Allocation	43,012	-	-	-	0.00%	
	Subtotal Truckee Local Services	328,482	663,747	602,077	673,713	11.90%	1.50%
182	REGIONAL SERVICES						
61.30	North Lake Tahoe Express Airport Shuttle	-	10,000	10,000	10,000	0.00%	0%
61.32	Prof Services - Hwy 89 Year Round & 267 Winter	101,154	106,009	106,009	110,249	4.00%	4%
61.33	Prof Services - Hwy 267 - Non-Winter	62,111	65,092	65,092	67,696	4.00%	4%
	Subtotal Regional Services	163,265	181,101	181,101	187,945	3.78%	3.78%
183	PARA TRANSIT/DIAL-A-RIDE (Merged with Truckee Local Services)						
61.00	Prof Services - Dial-a-Ride	246,268	-	-	-	0.00%	
69.10	Vehicles - Fuel	11,648	-	-	-	0.00%	
69.76	Fleet Maintenance Allocation	43,012	-	-	-	0.00%	
	Subtotal Para Transit/Dial-a-Ride	300,928	-	-	-	0.00%	
180	GENERAL SERVICES & SUPPLIES						
60.15	Education & Training	456	1,900	1,500	2,000	33.33%	5%
61.00	Professional Services	-	900	29,211	7,500	-74.32%	733%
61.30	Professional Services - Marketing	41,912	17,500	12,500	12,500	0.00%	-29%
63.05	Advertising	-	500	-	500	0.00%	0%
63.25	Membership & Dues	520	700	580	629	8.45%	-10%
63.35	General Supplies	440	525	525	525	0.00%	0%
63.50	Postage, Freight & Delivery	150	150	150	150	0.00%	0%
63.55	Printing	-	50	-	50	0.00%	0%
63.70	Telephone	3,291	2,900	4,355	2,900	-33.41%	0%
66.10	Repair & Maint - Buildings	11,796	13,000	7,754	4,250	-45.19%	-67%
66.20	Repairs & Maint. - Office Equip.	-	50	-	50	0.00%	0%
67.07	Supplies - Shelters, Buses & Signs	272	1,000	500	500	0.00%	-50%
67.15	Accidents & Damages	(7,296)	-	-	-	0.00%	
68.03	CalTIP Insurance	-	40,583	39,718	45,000	13.30%	11%
69.10	Vehicles - Fuel	-	34,200	38,067	40,000	5.08%	17%
69.20	Vehicles - Mileage	-	350	-	350	0.00%	0%
69.76	Fleet Maintenance Allocation	-	49,303	56,514	77,289	36.76%	57%
	Subtotal General Supplies & Services	51,540	163,611	191,374	194,193	1.47%	18.69%
	Total Supplies & Services	844,215	1,008,459	974,552	1,055,850	8.34%	4.70%
	Subtotal Personnel and Supplies & Services	961,110	1,139,683	1,109,398	1,211,623	9.21%	6.31%
000	CAPITAL OUTLAY						
80.20	Computer Equipment	945	1,400	2,717	-	-100.00%	-100%
80.71	FTA Section 5339	127,992	-	-	-	0.00%	
80.73	Prop 1B PTMISEA - Vehicles, Technology & Equipment	4,620	80,351	80,351	76,916	-4.27%	-4%
80.74	Cal OES - Safety & Security Projects	4,335	23,299	12,944	23,299	80.00%	0%
89.00	Depreciation Expense	58,153	80,000	68,200	89,600	31.38%	12%
	Total Capital Outlay	196,044	185,050	164,212	189,815	15.59%	2.57%
	TOTAL	1,157,155	1,324,733	1,273,610	1,401,438	10.04%	5.79%
80.70	Less: Capital Assets	(127,992)	(103,650)	(93,295)	(100,215)	0.00%	-3.31%
	TOTAL NET EXPENDITURES	1,029,163	1,221,083	1,180,315	1,301,223	10.24%	6.56%

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**PUBLIC TRANSIT
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

502.xxx.00 Transit.xx.Non-Division

ACTIVITY DESCRIPTION

This budget reflects expenditures for the Tahoe Truckee Area Regional Transit (TART) programs that currently operate in the Town along with regional services operated by Placer County and supported by funding from the Town. The Town contracts with Paratransit Services for drivers and dispatchers to operate Truckee TART. The Town owns the transit vehicles, which are maintained by the Town's Fleet Maintenance Division. This budget was reformatted for FY 17/18 on, to better identify services by categories (Truckee Local Services and Regional Services). Sources of revenue to support the transit services are listed and described in the Transit section of Revenue Budget. Baseline services operated by Truckee TART include winter and non-winter Fixed Route, Dial-A-Ride (DAR) and North Tahoe Truckee Transport (NTTT) Senior Shuttle.

The Town is required to provide complementary American's with Disability Act (ADA) paratransit service within three-quarters of a mile of the fixed route, which is accomplished by the DAR service. DAR is also offered in the outlying neighbourhoods not served by the fixed route and that are beyond that ADA service requirement. In prior years, the Transit Development Act funding supported the DAR service beyond basic ADA requirements. Since FY 15/16 a competitive Federal Transit Administration (FTA) Section 5310 grant has funded the DAR service beyond the ADA requirements (current grant funding through FY 19/20). The 5310 grant is also funding new demand response service on Sunday during the non-winter months which began in March of 2018.

The NTTT service provides out-of-area non-emergency medical trips to individuals over the age of 60. The NTTT service is fully funded by a grant from Area 4 Agency on Aging (in partnership with the Tahoe Transportation District) through FY 20/21. Trips are provided to Reno, Sacramento and Grass Valley/Nevada City the 2nd, 3rd and 4th Wednesdays of each month, respectively. Three trips per month on the 2nd, 3rd and 4th Thursdays are provided to Tahoe Forest Hospital health and wellness programs and to the Library and Truckee Donner Recreation and Park District's Community Center for senior programs.

The Town partners with Placer County to provide year-round service on Hwy 89 and winter service on Hwy 267. The Town, Placer County and the Truckee Tahoe Airport District partnered on funding a 3-year pilot program (FY 15/16 to FY 17/18) to provide year-round service on Hwy 267 providing an additional 250 days of service. This service was proposed to be funded through the Town's Air Quality Mitigation Fee Fund (\$212,000 committed). A grant from the Northern Sierra Air Quality Management District was secured to fund some of the program and therefore the Town and the Town's partners decided to continue the program, as long as funding could be secured.

This budget also reflects the cost of special event shuttles. The General Fund and community contributions fund the special event shuttles that are provided to Truckee Thursdays, July 4th Parade and during the week between Christmas and New Year's Eve.

New to the budget for FY 18/19, is a full-time Office Assistant to provide administrative support to the Truckee TART program. The budget assumes that the Transit Division will fund 25% of this position, with the remaining 75% funded through the Town Clerk and Communication Division.

Additionally, as identified as a high priority in the Town's adopted Short-Range and Long-Range Transit Plans, this budget includes offering free fares on the Fixed Route service and on the DAR for those ADA eligible clients. All other DAR passengers will pay the standard fare. Other priorities identified in the transit plans may be implemented as funding becomes available. The net effect of eliminating fares is an estimated \$31,000 loss of revenue to the Transit Division budget but is anticipated to yield an increase in ridership of 7,700 one-way passenger trips. Eliminating fares reduces the administrative burden on the contractor and Town of collecting, managing and auditing the fare revenue.

**PUBLIC TRANSIT
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

502.xxx.00 Transit.xx.Non-Division

PERSONNEL**BUDGET**

<u>50.11</u>	<u>WAGES - REGULAR FULL-TIME</u> - Provides for 6% of the salary of the Public Works Director/Town Engineer (PWD/TE); 80% of the salary for an Administrative Analyst (20% to Economic Development); and 25% of the wages for one (1) full-time Office Assistant to provide administrative support to the transit program.	\$ 103,877
<u>54.XX</u>	<u>BENEFITS</u> - Provides for benefits such as workers' compensation, Town-paid payroll taxes, retirement benefits, health coverage, dental coverage, life insurance, optical coverage and Town-paid Medicare contributions. The Town's worker's compensation cost is developed based on actual experiences and due to low worker's compensation incidents in the last few years, the Town's rate has decreased. This decrease is offset by increases in other benefits, particularly pension costs.	\$ 42,758
<u>54.61</u>	<u>DEFERRED COMPENSATION</u> - Provides for deferred compensation as negotiated by employee groups. FY 18/19 budget includes estimates for amounts as offered under the memoranda of understanding currently under negotiation by the Town and employee groups.	\$ 6,576
<u>54.81</u>	<u>RHS</u> - Retirement Health Savings (RHS) provided as negotiated by employee groups.	\$ 109
<u>55.71</u>	<u>CAR ALLOWANCE</u> - Provides for use of the PWD/TE car for Town business (6%).	\$ 412
<u>55.80</u>	<u>COMPENSATED ABSENCES</u> - For this enterprise fund, the account will incur the liability of the unused portion of vacation and sick time in accordance with the accounting rules for enterprise funds.	\$ 2,040

SUPPLIES & SERVICES**181 TRUCKEE LOCAL SERVICES**

<u>61.34</u>	<u>PROFESSIONAL SERVICES - FIXED ROUTE</u> - Provides for contract services for operation of the Truckee TART Fixed Route service.	\$ 179,627
<u>61.35</u>	<u>PROFESSIONAL SERVICES - DONNER SUMMIT SHUTTLE</u> - Provides for contract services for an employee and skier shuttle to the Donner Summit ski resorts. This budget captures the actual cost to provide the service including contractor hours, bus maintenance, fuel, marketing and program management. Of the total cost, the Town contributes \$30,000. The remaining funding is provided by the ski resorts located on Donner Summit and Placer County. Increase based on the cost to operate shuttle in previous years.	\$ 96,465
<u>61.38</u>	<u>PROFESSIONAL SERVICES - DIAL-A-RIDE</u> - Provides for contract services for the operation of the Truckee TART Dial-A-Ride program. This service is the ADA required complementary paratransit service to the Fixed Route program. This budget also includes the new Sunday DAR service added during FY 17/18, during the non-winter months and is fully funded by a FTA 5310 grant.	\$ 274,220
<u>61.39</u>	<u>SPECIAL EVENT SHUTTLES</u> - Provides for shuttles to Truckee Thursdays, July 4th Parade, and during the week between Christmas and New Year's, specifically operations (\$102,900) and marketing (\$20,500).	\$ 123,400

**PUBLIC TRANSIT
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

502.xxx.00 Transit.xx.Non-Division

SUPPLIES & SERVICES (cont'd)**BUDGET****182 REGIONAL SERVICES**

<u>61.30</u>	<u>NORTH LAKE TAHOE EXPRESS AIRPORT SHUTTLE</u> - The Town provides partner funding of \$10,000 to support the North Lake Tahoe Express (NTLE) airport service that operates between Reno and our region. The Town is one of several funding partners for this service, which is managed by the Truckee North Tahoe Transit Management Association (TNT/TMA).	\$ 10,000
<u>61.32</u>	<u>PROFESSIONAL SERVICES - HIGHWAY 89 YEAR-ROUND and 267 WINTER</u> - Provides for service on Hwy 89 between Tahoe City and Truckee on a year-round basis (\$71,180), and on Hwy 267 between Kings Beach and Truckee during the winter months (\$39,069) This service is operated by Placer County.	\$ 110,249
<u>61.33</u>	<u>PROFESSIONAL SERVICES - HIGHWAY 267 NON-WINTER</u> - Provides for 25% of an additional 250 days of service on Hwy 267 (started in FY 16/17) operated by Placer County. This service is provided in partnership with Placer County and the Truckee Tahoe Airport District (TTAD). Placer County funds 50% of the cost and TTAD funds the remaining 25%.	\$ 67,696

180 GENERAL SUPPLIES & SERVICES

<u>60.15</u>	<u>EDUCATION and TRAINING</u> - Provides for ongoing training for staff assigned to manage the transit program. Town staff also serves on the board for the California Transit Indemnity Pool (CalTIP), the Town's transit-related insurance, but all costs associated with the travel to the bi-annual meetings are reimbursed by CalTIP, therefore the net effect to the Town's budget is \$0.	\$ 2,000
<u>61.00</u>	<u>PROFESSIONAL SERVICES</u> - Provides for an annual audit required by the State of California and for miscellaneous consulting services (\$5,500).	\$ 7,500
<u>61.30</u>	<u>PROFESSIONAL SERVICES - MARKETING</u> - Provides for marketing the Truckee TART programs.	\$ 12,500
<u>63.05</u>	<u>ADVERTISING</u> - Provides for advertisement of the transit programs, public hearings associated with transit changes and grant applications.	\$ 500
<u>63.25</u>	<u>MEMBERSHIP and DUES</u> - Provides for the Town's membership in the California Association for Coordinated Transportation (CalACT) and the fee for the monthly meetings of the TNT/TMA.	\$ 629
<u>63.35</u>	<u>GENERAL SUPPLIES</u> - Provides for office stationery forms, office supplies, small items and non-capital equipment and furniture.	\$ 525
<u>63.50</u>	<u>POSTAGE, FREIGHT and DELIVERY</u> - Provides for postage and mailing costs.	\$ 150
<u>63.55</u>	<u>PRINTING</u> - Provides for the printing of business cards for division staff.	\$ 50

**PUBLIC TRANSIT
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

502.xxx.00 Transit.xx.Non-Division

SUPPLIES & SERVICES (cont'd)**BUDGET****180 GENERAL SUPPLIES & SERVICES (cont'd)**

<u>63.70</u>	<u>TELEPHONE</u> - Provides for an allocation of costs associated with base and long distance telephone rates (including a line for the Transit Dispatch Center), the optical fiber network internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for staff cellular phone service and associated equipment.	\$ 2,900
<u>66.10</u>	<u>REPAIR and MAINTENANCE - BUILDINGS</u> - Provides for maintain on the Town's transit shelters that is generally provided by the Facilities Maintenance Division and the Road Maintenance Division staff and reimbursed to the General Fund on a quarterly basis. Decrease based on actual costs in previous years. The Capital Improvement Project Budget includes the replacement of one of the Town's older transit shelters, as part of C1819.	\$ 4,250
<u>66.20</u>	<u>REPAIR and MAINTENANCE - OFFICE EQUIPMENT</u> - Provides for maintenance and unscheduled repair of office equipment.	\$ 50
<u>67.07</u>	<u>SUPPLIES - SHELTERS, BUSES and SIGNS</u> - Provides supplies for shelters and buses, including bus stop signs.	\$ 500
<u>67.15</u>	<u>ACCIDENTS and DAMAGES</u> - Negative balances reflect reimbursement for repair costs from private parties for damages caused to Town property. These repairs are typically expensed to the Fleet Maintenance Division and charged to the Transit Fund via the Fleet Maintenance Allocation.	\$ -
<u>68.03</u>	<u>CALTIP INSURANCE</u> - CalTIP is insurance coverage for transit vehicles. It covers bodily injury and physical damage.	\$ 45,000
<u>69.10</u>	<u>VEHICLES - FUEL</u> - Provides for fuel for the operation of Truckee TART services. Increase based on actual fuel usage in FY 17/18 and an expected 5% increase in fuel costs during FY 18/19.	\$ 40,000
<u>69.20</u>	<u>VEHICLES - MILEAGE</u> - Provides payment to staff for use of a private vehicle on Town business not already provided for under a car allowance or through the education and training budget.	\$ 350
<u>69.76</u>	<u>FLEET MAINTENANCE ALLOCATION</u> - Provides for an allocation of vehicle maintenance costs provided by the Fleet Maintenance Division. In the past, staff used the actual allocation from the most recently completed fiscal year to create the budgeted allocation. This created large fluctuations in the budget when one division's fleet required a substantial amount of maintenance. In order to help smooth the budget year-on-year, staff has switched to a rolling three-year average allocation. Although the changes for FY 18/19 appear large, staff feels that this change will help prevent large fluctuations in the budget going forward. Actual costs allocated will reflect staff time and part costs incurred by the Fleet Maintenance Division.	\$ 77,289

**PUBLIC TRANSIT
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

502.xxx.00 Transit.xx.Non-Division

CAPITAL OUTLAY

BUDGET

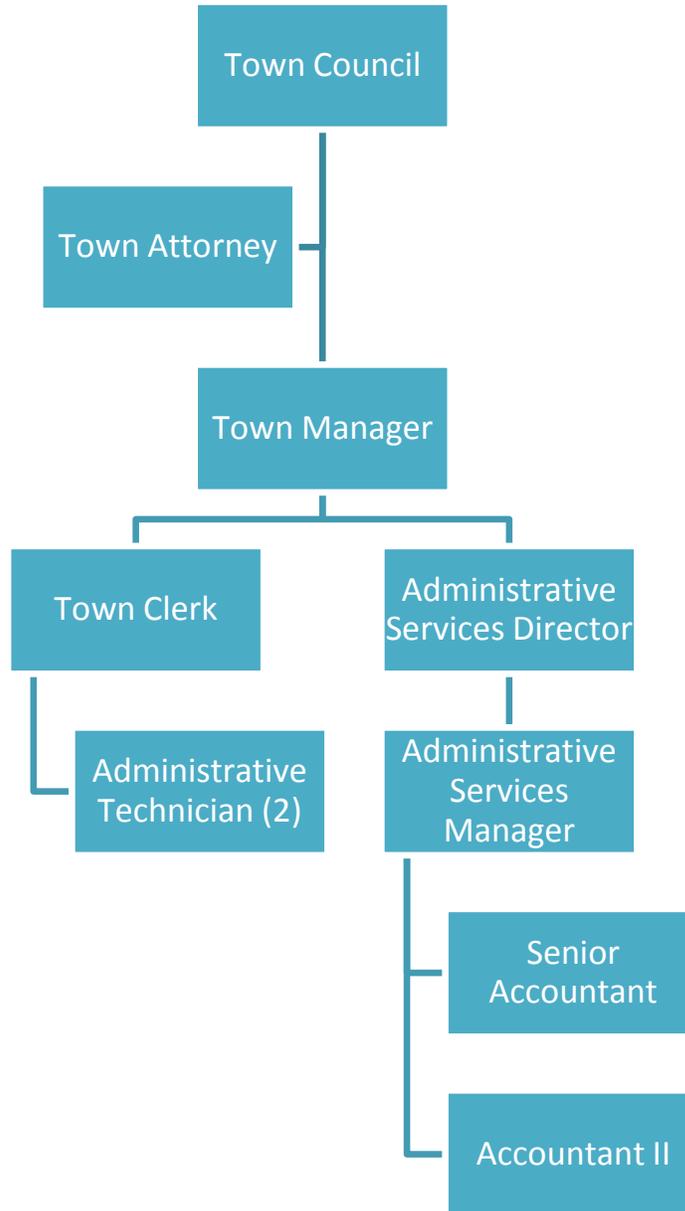
<u>80.73</u>	<u>PROP 1B PTMISEA - CAPITAL</u> - Provides funding for transit capital projects such as bus replacement, technology NextBus), other transit infrastructure (shelters, benches), and equipment (cameras). The grant funds must be expended by June 2020. This grant award was for \$466,383, of which \$229,948 is expected to be remaining as of the end of FY 17/18.	\$ 76,916
<u>80.74</u>	<u>CAL OES - CAPITAL</u> - The grant awards of \$49,187 funds transit safety and security capital projects such as lighting, video security equipment, communications equipment, fencing and gates, and other safety and security equipment, devices and supplies. Expenses are determined by staff upon inspection of transit shelters. Funds must be expended by June 30, 2020.	\$ 23,299
<u>89.00</u>	<u>DEPRECIATION EXPENSE</u> - For this enterprise fund, this account will expense the used portions of fixed assets in accordance with the accounting rules for enterprise funds.	\$ 89,600

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SECTION 9 - REDEVELOPMENT SUCCESSOR AGENCY EXPENDITURES

REDEVELOPMENT SUCCESSOR AGENCY ORGANIZATION CHART
REDEVELOPMENT SUCCESSOR AGENCY EXPENDITURES

**REDEVELOPMENT SUCCESSOR AGENCY ORGANIZATION CHART
TOWN OF TRUCKEE
2018/19 BUDGET**



**REDEVELOPMENT SUCCESSOR AGENCY
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET**

599.000.00 Successor Agency Fund.Non-Department.Non-Division		2016/17	2017/18	2017/18	2018/19	% CHG BUD TO	% CHG BUD TO
ACCOUNT		ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	PROPOSED BUDGET	EA	BUD
NON-ADMINISTRATIVE COSTS							
SUPPLIES & SERVICES							
61.00	Professional Services	14,859	53,000	4,500	4,500	0.00%	-91.51%
67.98	Bond Discount Amortization Expense	1,861	1,861	1,861	1,861	0.00%	0.00%
67.99	Bond Interest Expense - Series A	461,553	458,713	458,713	454,337	-0.95%	-0.95%
67.99	Bond Interest Expense - Series B	274,601	274,875	274,875	274,875	0.00%	0.00%
68.52	Parking Lot Leases	56,071	-	-	-	0.00%	
	Total Supplies & Services	808,945	788,449	739,949	735,573	-0.59%	-6.71%
CAPITAL OUTLAY							
89.00	Depreciation	48,696	16,000	16,000	-	-100.00%	-100.00%
	Total Capital Outlay	48,696	16,000	16,000	-	-100.00%	-100.00%
	SUB-TOTAL NON-ADMINISTRATIVE COSTS	857,641	804,449	755,949	735,573	-2.70%	-8.56%
ADMINISTRATIVE COSTS							
PERSONNEL							
50.11	Wages - Regular Full-time	139,972	115,818	109,471	109,538	0.06%	-5.42%
50.31	Overtime - Regular Full-time	8	100	50	100	100.00%	0.00%
54.xx	Benefits	46,516	39,830	35,266	40,256	14.15%	1.07%
54.61	Deferred Compensation	6,634	5,849	4,905	6,260	27.63%	7.04%
54.81	RHS	893	766	670	735	9.75%	-3.94%
55.71	Car Allowance	2,065	1,561	1,385	1,933	39.56%	23.82%
55.80	Compensated Absences	(5,103)	(7,969)	(8,023)	4,478	0.00%	-156.19%
	Total Personnel	190,985	155,954	143,724	163,300	13.62%	4.71%
SUPPLIES & SERVICES							
63.01	Administrative Overhead	44,491	78,800	90,532	70,956	-21.62%	-9.95%
63.35	General Supplies	292	200	500	500	0.00%	149.50%
63.70	Telephone	921	1,000	1,000	1,000	0.00%	0.00%
63.75	Utilities	667	1,400	1,600	1,600	0.00%	14.29%
68.50	Rent - Office Space	12,644	12,644	12,644	12,644	0.00%	0.00%
	Total Supplies & Services	59,015	94,045	106,276	86,700	-18.42%	-7.81%
	SUB-TOTAL ADMINISTRATIVE COSTS	250,000	250,000	250,000	250,000	0.00%	0.00%
	TOTAL	1,107,641	1,054,449	1,005,949	985,573	-2.03%	-6.53%

PROPOSED

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**REDEVELOPMENT SUCCESSOR AGENCY
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

599.000.00 Successor Agency Fund.Non-Department.Non-Division

ACTIVITY DESCRIPTION

The Redevelopment Successor Agency (RDA) is responsible for winding down the activities of the former Town of Truckee Redevelopment Agency (RA). The Town Council serves in the capacity of the RDA and Town staff provide the staff support for the RDA. Responsibilities of the RDA include completing contractually obligated projects, disposing of any assets owned by the former RA and fulfilling the obligation to complete projects funded with bond proceeds. Expenses related to the RDA will be, to the extent available, funded by property tax revenue that used to go to the RA.

The budget for this Division includes only those expenses that were approved as part of the FY 18/19 Recognized Obligation Payment Schedule (ROPS) as approved by the State of California. Starting for FY 19/20, the ROPS will go to the Nevada County Oversight Board for review and approval.

NON-ADMINISTRATIVE COSTS

SUPPLIES and SERVICES

BUDGET

<u>61.00</u>	<u>PROFESSIONAL SERVICES</u> - Provides for ROPS approved professional services expenditures including bond trustee fees and reporting fees. Some expenses were no longer ROPS eligible and were therefore reallocated to different divisions within this budget starting in FY 17/18.	\$	4,500
<u>67.98</u>	<u>BOND DISCOUNT AMORTIZATION EXPENSE</u> - Provides for amortization of the bond issuance discount. The discount is estimated to be fully amortized by June 30, 2040.	\$	1,861
<u>67.99</u>	<u>BOND INTEREST EXPENSE</u> - Annual interest expense on the debt issued by the former RA in 2010.	\$	729,212

CAPITAL OUTLAY

<u>89.00</u>	<u>DEPRECIATION</u> - For this fiduciary fund, this account expensed the used portion of fixed asset of the RA, in accordance with the accounting rules for fiduciary funds. As of the end of FY 17/18, all assets of the RA will be fully depreciated.	\$	-
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ADMINISTRATIVE COSTS

PERSONNEL

<u>50.11</u>	<u>WAGES - REGULAR FULL-TIME</u> - Provides for 10% of the salary of the Town Manager; 10% of the salary of the Town Attorney; 15% of the salary of the Town Clerk; 10% of the salary of the Administrative Services Director; 10% of the salary of the Administrative Services Manager; 10% of the salary of the Senior Accountant; 5% of the wages of the Accountant II; and 5% of the wages for two (2) of the Town Clerk and Communication Division's Administrative Technicians. During FY 16/17, staff evaluated the amount of work time spent on RDA issues. Based on this evaluation, adjustments were made to the percentage of position costs allocated to the RDA.	\$	109,538
<u>50.31</u>	<u>OVERTIME - REGULAR FULL-TIME</u> - Provides for overtime costs for non-exempt employees.	\$	100

**REDEVELOPMENT SUCCESSOR AGENCY
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

599.000.00 Successor Agency Fund.Non-Department.Non-Division

ADMINISTRATIVE COSTS (cont'd)

BUDGET

<u>54.xx</u>	<u>BENEFITS</u> - Provides for benefits such as workers' compensation, Town-paid payroll taxes, retirement benefits, health coverage, dental coverage, life insurance, optical coverage and Town-paid Medicare contributions. The Town's worker's compensation cost is developed based on actual experiences and due to low worker's compensation incidents in the last few years, the Town's rate has decreased. This decrease is offset by increases in other benefits, particularly pension costs.	\$ 40,256
<u>54.61</u>	<u>DEFERRED COMPENSATION</u> - Provides for deferred compensation as negotiated by employee groups. FY 18/19 budget includes estimates for amounts as offered under the memoranda of understanding currently under negotiation by the Town and employee groups.	\$ 6,260
<u>54.81</u>	<u>RHS</u> - Retirement Health Savings (RHS) provided as negotiated by employee groups.	\$ 735
<u>55.71</u>	<u>CAR ALLOWANCE</u> - Provides for portions of car allowances for staff allocating time to the RDA.	\$ 1,933
<u>55.80</u>	<u>COMPENSATED ABSENCES</u> - For this fiduciary fund, this account will incur the liability of the unused portion of vacation and sick time in accordance with the accounting rules for fiduciary funds. Previous year decreases reflected employee turnover and a change in position allocations out of this division. As employee's allocated to this department increase their longevity, this expense is expected to rise.	\$ 4,478

SUPPLIES and SERVICES

<u>63.01</u>	<u>ADMINISTRATIVE OVERHEAD</u> - Provides for a reimbursement to the General Fund for administrative overhead costs.	\$ 70,956
<u>63.35</u>	<u>GENERAL SUPPLIES</u> - Provides for office stationery forms, small items and equipment as needed for RDA activities.	\$ 500
<u>63.70</u>	<u>TELEPHONE</u> - Provides for an allocation of costs associated with base and long distance telephone rates, the optical fibre network internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for a portion of staff cellular phone service and associated equipment.	\$ 1,000
<u>63.75</u>	<u>UTILITIES</u> - Provides for utility payments to the Truckee Sanitary District and Tahoe Truckee Sanitation Agency for sewage treatment and transportation for the West River Site (Former Nevada County Corp Yard). The budgeted increase is to cover the rate increases imposed by the utility companies.	\$ 1,600
<u>68.50</u>	<u>RENT - OFFICE SPACE</u> - Provides for the RDA's share of office space in Town Hall.	\$ 12,644

SECTION 10 - SOLID WASTE EXPENDITURES

SOLID WASTE ORGANIZATION CHART
SOLID WASTE EXPENDITURES

PROPOSED

**SOLID WASTE ORGANIZATION CHART
TOWN OF TRUCKEE
2018/19 BUDGET**



**SOLID WASTE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET**

503.000.00 Solid Waste Fund.Non-Department.Non-Division

ACCOUNT		2016/17 ACTUAL	2017/18 AMENDED BUDGET	2017/18 ESTIMATED ACTUAL	2018/19 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
PERSONNEL							
50.11	Wages - Regular Full-time	76,811	83,698	107,874	153,434	42.23%	83.32%
50.14	Wages - Part time	12,133	25,065	-	-	0.00%	-100.00%
50.15	Wages - Temporary/Seasonal	4,064	13,559	5,158	11,700	126.83%	-13.71%
54.xx	Benefits	21,472	43,582	40,171	53,367	32.85%	22.45%
54.11	GASB 68 Pension Expense	(1,610)	-	-	-	0.00%	
54.61	Deferred Compensation	913	1,186	1,147	5,499	379.43%	363.67%
54.81	RHS	115	169	154	165	7.14%	-2.37%
55.71	Car Allowance	2	-	-	374	0.00%	
55.80	Compensated Absences	(294)	3,345	1,578	3,291	108.51%	-1.61%
	Total Personnel	113,606	170,604	156,082	227,831	45.97%	33.54%
SUPPLIES & SERVICES							
60.15	Education & Training	5,517	7,500	6,000	7,000	16.67%	-6.67%
61.00	Professional Services - General	109,484	77,000	81,000	44,400	-45.19%	-42.34%
	Prof Services - Collection, Diversion &						
61.05	Disposal	2,651,536	2,713,816	2,618,962	3,529,646	34.77%	30.06%
61.06	Prof. Svcs - Green Waste Disposal	198,854	288,130	277,573	-	-100.00%	-100.00%
61.07	Prof. Svcs - CA ARB Filter Repl Prgm	11,373	-	-	-	0.00%	
63.01	Administrative Overhead	29,233	45,859	43,669	59,526	36.31%	29.80%
63.05	Advertising	29,263	48,000	59,026	45,000	-23.76%	-6.25%
63.25	Membership & Dues	300	600	312	500	60.26%	-16.67%
63.35	General Supplies	1,953	2,000	2,000	2,000	0.00%	0.00%
63.45	Photocopying	200	200	200	200	0.00%	0.00%
63.50	Postage, Freight & Delivery	368	500	11,759	21,000	78.59%	4100.00%
63.51	Noticing	14,897	18,000	18,000	20,000	11.11%	11.11%
63.52	Community Outreach & Education	-	-	-	34,500	0.00%	
63.55	Printing	700	20,000	2,000	18,000	800.00%	-10.00%
63.70	Telephone	2,036	2,500	2,500	3,356	34.24%	34.24%
66.20	Repairs & Maint. - Office Equip.	111	-	-	-	0.00%	
67.02	Property Tax Collection Fee	7,626	7,500	7,001	7,500	7.13%	0.00%
67.09	Recycling Programs	25,854	50,000	17,273	62,000	258.94%	24.00%
67.11	Recycling Programs - Grant Funded	19,405	98,000	98,000	35,000	-64.29%	-64.29%
68.50	Rent - Office Space	7,750	5,746	8,466	9,704	14.62%	68.88%
69.10	Vehicles - Fuel	49	500	120	300	150.00%	-40.00%
69.76	Fleet Maintenance Allocation	1,386	1,556	1,479	2,041	37.99%	31.17%
	Total Supplies & Services	3,117,895	3,387,407	3,255,340	3,901,672	19.85%	15.18%
CAPITAL OUTLAY							
77.10	Transfer to CIP Projects	-	-	-	71,250	0.00%	
80.20	Computer Equipment	-	-	1,500	-	-100.00%	
89.00	Depreciation Expense	1,530	500	317	317	0.00%	-36.60%
	Total Capital Outlay	1,530	500	1,817	71,567	3838.79%	14213.40%
	TOTAL	3,233,031	3,558,511	3,413,239	4,201,070	23.08%	18.06%
	Less: Capital Assets	-	-	-	(71,250)	0.00%	
	Less: Grant Funded Expenditures	(123,923)	(79,894)	(112,254)	(35,000)	0.00%	-56.19%
	Less: Commercial Customer Admin Exp.	(13,200)	(14,664)	(11,000)	(14,625)	0.00%	-0.27%
	Less: Budget Modifications after notification	-	-	-	(294)	0.00%	
	TOTAL NET EXPENDITURES FOR PARCEL CHARGES	3,095,908	3,463,953	3,289,985	4,079,901	24.01%	17.78%

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**SOLID WASTE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

503.000.00 Solid Waste.Non-Department.Non-Division

ACTIVITY DESCRIPTION

During FY 17/18, staff worked with a consultant to negotiate a new solid waste franchise agreement, which includes major changes to the Town's solid waste services. Changes include separated containerization of recyclables and yard waste. The new containerized recycling services will be rolled out over three years in phases, beginning at the start of the new franchise agreement on July 1, 2018. Town staff increased spending on advertising and postage, during the outreach and education phase during the roll-out of the new programs. New materials were developed and will be mailed out to raise awareness and drive residents to utilize the new services.

Additionally, staff completed work to explore source reduction programs during FY 17/18. Programs included utilizing reusable dishware at Town functions, piloting a reusable to-go containers at local restaurants, hosting Fix-It Clinics, and working with special event organizers to utilize reusable dishware.

Upon approval of the budget, all single family residential parcels will be billed \$338.89 for the year for solid waste services, which includes mixed waste collection, recyclables in carts or weekly unlimited blue bags, and up to three yard waste carts. For FY 18/19 the proposed change represents a 14% increase over last year's rate for single family residential parcels at \$292.86. This increase in solid waste charge reflects the new program upgrades of source-separated recycling collection and source-separated yard waste. Town Council indicated wanting to invest in these program improvements, as well as the new customer service improvements that are part of the new franchise agreement. Additionally, the cost increase reflects a 1.03% municipal solid waste tipping fee increase, and a 1.10% yard waste tipping fee increase at Eastern Regional Landfill for the processing of our materials, as determined by Placer County, who own and control the processing facility.

The budget reflects a solid waste rate that, if approved, will be collected by Nevada County along with the Town's property taxes. The residential fee is calculated by dividing the expenditures outlined in this budget, by the current number of residential parcels minus any grant revenue or revenue collected through assessments on commercial customers. The Solid Waste Fund is an Enterprise Fund receiving no support from the General Fund. Budget estimates are based on the collection of solid waste service fees from approximately 12,040 parcels.

PERSONNEL

BUDGET

<u>50.11</u>	<u>WAGES - REGULAR FULL-TIME</u> - Provides for 10% of the salary of the Administrative Services Director; 90% of the salary of one (1) Administrative Analyst II (10% to Economic Development); and one (1) Administrative Technician. The Administrative Technician is funded by quarterly payments from the Tahoe Truckee Sierra Disposal (TTSD), the Town's solid waste hauler, per the solid waste franchise agreement. Based on this funding source, the Administrative Technician was converted to full-time for FY 18/19.	\$ 153,434
<u>50.15</u>	<u>WAGES - TEMPORARY/SEASONAL</u> - Provides for a part-time intern to help administer the solid waste programs. Interns are provided the opportunity to assist staff in a variety of program administration functions including the development, implementation and reporting of grant funded projects; the development of contracts and drafting of state required reports; website and social media content development; and public education and outreach. Interns are often used to staff tables at community events, representing the organization to the public.	\$ 11,700

**SOLID WASTE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

503.000.00 Solid Waste.Non-Department.Non-Division

PERSONNEL (cont'd)

BUDGET

<u>54.xx</u>	<u>BENEFITS</u> - Provides for benefits such as workers' compensation, Town-paid payroll taxes, retirement benefits, health coverage, dental coverage, life insurance, optical coverage and Town-paid Medicare contributions. The Town's worker's compensation cost is developed based on actual experiences and due to low worker's compensation incidents in the last few years, the Town's rate has decreased. This decrease is offset by increases in other benefits, particularly pension costs.	\$ 53,367
<u>54.61</u>	<u>DEFERRED COMPENSATION</u> - Provides for deferred compensation as negotiated by employee groups. FY 18/19 budget includes estimates for amounts as offered under the memoranda of understanding currently under negotiation by the Town and employee groups.	\$ 5,499
<u>54.81</u>	<u>RHS</u> - Retirement Health Savings (RHS) provided as negotiated by employee groups.	\$ 165
<u>55.71</u>	<u>CAR ALLOWANCE</u> - Provides for use of the Assistant Town Manager's private vehicle on Town business (10%).	\$ 374
<u>55.80</u>	<u>COMPENSATED ABSENCES</u> - For this enterprise fund, the account will incur the changes to the liability of the unused portion of vacation and sick time in accordance with the accounting rules for enterprise funds.	\$ 3,291

SUPPLIES and SERVICES

<u>60.15</u>	<u>EDUCATION and TRAINING</u> - Provides for attendance at job related training such as the annual Waste Expo and California Resource Recovery Association (CRRA) conferences.	\$ 7,000
<u>61.00</u>	<u>PROFESSIONAL SERVICES - GENERAL</u> - Provides for outside consultant services to assist in an annual review of the new franchise agreement implementation. This will be a multi-year project for the first three years of the franchise agreement. Additionally, this account provides for a portion of an Americorps CivicSpark Fellow to work on source-reduction and solid waste programs. Decrease due to the wrap-up of the negotiation of a new solid waste franchise agreement.	\$ 44,400
<u>61.05</u>	<u>PROFESSIONAL SERVICES - COLLECTION, DIVERSION & DISPOSAL</u> - Provides for single-can residential mixed waste collection, recyclables collection in either a source-separated recycling cart or blue bags, two recycling drop off locations during July and August of each year, and source-separated yard waste cart service as provided by the Town's solid waste hauler. The yard waste programs also include onsite yard waste only dumpsters available to residential customers for \$70 each and free drop off of 6-yards of yard waste at the Eastern Regional Landfill (ERL). Previously, the yard waste collection was displayed as a separate line item in the budget; however, the residential collection of solid waste now includes yard waste materials in one base rate, as negotiated during the solid waste franchise agreement negotiations. The rate also includes a 5% franchise fee. The proposed base rate for solid waste disposal services is \$296.88 per residential parcel per year. This is a \$43.08 per year increase from last year's rate of \$253.80, a base rate increase of \$3.59 per month. The increased rates are a result of the new franchise agreement, which will provide significant improvements in the collection and processing of materials. The new rate also accounts for source-separated collection and processing of recyclables and yard waste.	\$ 3,529,646

**SOLID WASTE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

503.000.00 Solid Waste.Non-Department.Non-Division

SUPPLIES and SERVICES (cont'd)

BUDGET

<u>61.06</u>	<u>PROFESSIONAL SERVICES - GREEN WASTE DISPOSAL</u> - Provided for the residential yard waste disposal program. The cost of this program has been combined into 61.05 - Professional Services - Collection, Diversion & Disposal.	\$ -
<u>63.01</u>	<u>ADMINISTRATIVE OVERHEAD</u> - Provides for a reimbursement to the General Fund for Division-related administrative overhead costs. This charge is necessary to properly reflect the costs of the Solid Waste Division, which is being operated as an enterprise fund. The increase reflects a greater allocation of total personnel costs to the administrative divisions, increased spending on the Town's information technology infrastructure and increased personnel in this Division.	\$ 59,526
<u>63.05</u>	<u>ADVERTISING</u> - Provides for various public education elements, including the purchase of print advertisements in local newspapers, visitor's guides, homeowner's association newsletters and other print media. Also provides for radio (\$1,000/month) and social media advertising.	\$ 45,000
<u>63.25</u>	<u>MEMBERSHIPS and DUES</u> - Provides for annual membership dues for professional organizations such as the CRRA and the US Zero Waste Business Council.	\$ 500
<u>63.35</u>	<u>GENERAL SUPPLIES</u> - Provides for office stationery forms, small items needed for program activities and additional computer accessories, as necessary.	\$ 2,000
<u>63.45</u>	<u>PHOTOCOPYING</u> - Provides for an allocation of the copier costs incurred by the Administrative Services Department (as the divisions share a copier), charged as a lump sum at year-end.	\$ 200
<u>63.50</u>	<u>POSTAGE, FREIGHT and DELIVERY</u> - Provides for postage and mailing costs for solid waste and recycling operations. Staff proposes an increase in this budget item to cover the cost of mailing public outreach items to citizens and commercial customers regarding the upgraded services provided under the new franchise agreement. Postage used to be aggregated into other lines, such as Noticing or Recycling Programs. In order to better track costs, postage will be charged out separately into this line for all projects.	\$ 21,000
<u>63.51</u>	<u>NOTICING</u> - Provides for direct mail notices (design, printing and postage) to all residential parcels and commercial customers regarding the annual rate increase for solid waste disposal per the requirements set forth by Proposition 218. Increase to cover expected increase in cost to produce these notices.	\$ 20,000
<u>63.52</u>	<u>COMMUNITY OUTREACH & EDUCATION</u> - Provides for the development and distribution of education and outreach materials pertaining to new recycling and yard waste programs, source reduction, and sustainability initiatives. This may also fund creative development, copywriting, public relations, and related collateral materials.	\$ 34,500

**SOLID WASTE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

503.000.00 Solid Waste.Non-Department.Non-Division

SUPPLIES and SERVICES (cont'd)

BUDGET

<u>63.55</u>	<u>PRINTING</u> - Provides for the printing of brochures, pamphlets, and other materials developed for public education on Division related programs and activities. Also includes printing of materials for recycling events, for example Truckee Day t-shirts.	\$ 18,000
<u>63.70</u>	<u>TELEPHONE</u> - Provides for an allocation of costs associated with base and long distance telephone rates, the optical fibre network internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for a portion of service for staff cellular phone and iPads, as well as associated equipment. Increase due to the increasing cost of providing cellular service.	\$ 3,356
<u>67.02</u>	<u>PROPERTY TAX COLLECTION FEE</u> - Provides for payments to Nevada County for the collection and remittance of the Solid Waste Fee and collection of any delinquent accounts collected along with the Town's residential property taxes.	\$ 7,500
<u>67.09</u>	<u>RECYCLING PROGRAMS</u> - Provides for the development and implementation of waste reduction and recycling programs. Allows the program to support community events such as Truckee Day and Public Services Together as well as providing program collateral such as reusable bags, blue bags and promotional items. Staff plans to continue the lifestyle campaign started in FY 16/17, focused on sustainability in our local community. The FY 17/18 spending was lower than anticipated due to the on-going negotiations with the Town's solid waste provider. Staff did not want to invest in promoting programs that may have to change due to a new solid waste franchise agreement and therefore held off.	\$ 62,000
<u>67.11</u>	<u>RECYCLING PROGRAMS - GRANT FUNDED</u>	\$ 35,000
	<u>DOC CITY/COUNTY GRANT (R2015 001)</u> - Provides for costs associated with the development and implementation of waste reduction and recycling programs funded by grant revenues.	\$ 5,000
	<u>HOUSEHOLD HAZARDOUS WASTE GRANT PROGRAM (R2018 001)</u> - Provides for the collection, public education, source reduction and/or re-use of Household Hazardous Waste (HHW). Multi-year grant awarded by CalRecycle for the implementation of safe HHW programs	\$ 25,000
	<u>USED OIL RECYCLING ANNUAL PAYMENT (R2015 002)</u> - Provides for the purchase of used oil collection containers, funnels, advertisement of certified used oil collection centers, and for the recycling of filters collected at a certified center. Annual payment program provided by CalRecycle, to fund activities related to used oil and oil filter recycling in Truckee.	\$5,000
<u>68.50</u>	<u>RENT - OFFICE SPACE</u> - Provides for the Division's share of office space in Town Hall and provides for off-site Town Facility storage space. Budget for FY 17/18 was under allocated due to formula error. Estimated actuals include actual rate.	\$ 9,704

**SOLID WASTE
TOWN OF TRUCKEE
2018/19 EXPENDITURES BUDGET DETAIL**

503.000.00 Solid Waste.Non-Department.Non-Division

SUPPLIES and SERVICES (cont'd)

BUDGET

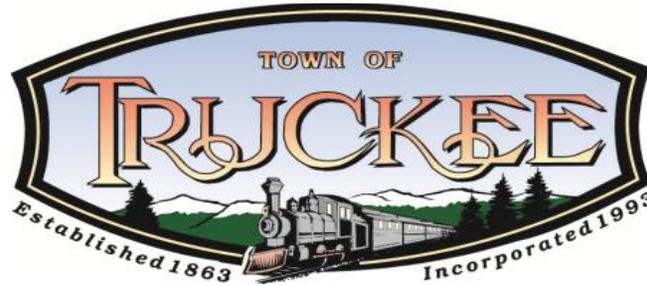
<u>69.10</u>	<u>VEHICLES - FUEL</u> - Provides for fuel costs associated with the use of Town-maintained Solid Waste vehicles. Decrease to bring the budget in line with historical spending.	\$ 300
<u>69.76</u>	<u>FLEET MAINTENANCE ALLOCATION</u> - Provides for an allocation of vehicle maintenance costs provided by the Fleet Maintenance Division. In the past, staff used the actual allocation from the most recently completed fiscal year to create the budgeted allocation. This created large fluctuations in the budget when one division's fleet required a substantial amount of maintenance. In order to help smooth the budget year-on-year, staff has switched to a rolling three-year average allocation. Although the changes for FY 18/19 appear large, staff feels that this change will help prevent large fluctuations in the budget going forward. Actual costs allocated will reflect staff time and part costs incurred by the Fleet Maintenance Division.	\$ 2,041

CAPITAL OUTLAY

<u>77.10</u>	<u>TRANSFER TO CIP PROJECTS</u> - Provides funding from the Solid Waste fund balance for installation of source-separated recycling and garbage collection sites in downtown to promote the Town's compliance with recent state standards. Amounts included in this item are not included in the calculation for residential or commercial garbage rates.	\$ 71,250
<u>89.00</u>	<u>DEPRECIATION EXPENSE</u> - For this enterprise fund, the account will expense the used portions of fixed assets in accordance with the accounting rules for enterprise funds. Decrease reflects that some of the assets recorded in the Solid Waste fund are fully depreciated or will become fully depreciated at the end of FY 17/18.	\$ 317

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FIVE YEAR
CAPITAL IMPROVEMENT PROJECT BUDGET
FY2018/19 - FY2022/23



CAROLYN WALLACE DEE, MAYOR

DAVID TIRMAN, VICE MAYOR

PATRICK FLORA, COUNCILMEMBER

JESSICA ABRAMS, COUNCILMEMBER

MORGAN GOODWIN, COUNCILMEMBER

JEFF LOUX, TOWN MANAGER

KIM SZCZUREK, DIRECTOR OF

ADMINISTRATIVE SERVICES

PROPOSED

The cover photo depicts Truckee from 1,000 feet in the air through the window of a Marine Corp harrier jet. Captain Kelsey Casey, USMC, VMA-311 AV8B Harrier Attack Pilot, kindly gifted this photo to the Town.

PROPOSED

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11-21	C0702	Truckee River Trail Phase 4
11-22	C0703	Truckee River Trail Phase 3
11-23	C1413	Truckee River Legacy Trail - Glenshire Trailhead
FACILITY PROJECTS		
11-24 & 25	C05XX	Town of Truckee Facilities
11-26	C1505	Council Chambers
11-27	C1609	Public Service Center Garage
11-28	C1706	Parking District Parking Lot Purchase
11-29	C1714	Town Hall Lease Space Remodel
11-30	C1819	Transit Shelter Replacement
11-31	C1817	West River Street Site Redevelopment
11-32	C1907	McIver Dairy Site Implementation
11-33	C1910	Energy Efficiency Initiatives
MISCELLANEOUS PROJECT		
11-34 & 35	C0105	Information Technology Equipment
11-36	C0107	Town Hall Office Equipment
11-37	C1208	Police Department Communication & Safety Equipment
11-38	C1509	Woodstove Replacement Program
11-39	C1510	Climate Action Activities
11-40	C1513	Aquatic Invasive Species Watercraft Inspection Program
11-41	C1514	Town 25 Year Anniversary Acknowledgement
11-42	C1610	Town-Wide Content Management System
11-43	C1710	Police Department Remodel
11-44	C1809	Town Website Update
11-45	C1811	Fleet Equipment Purchases
11-46	C1812	Prosser Dam Rd/Alder Dr/State Route 89 RAB Art
11-47	C1814	Work Force & Affordable Housing Actions
11-48	C1821	Records Management System/Computer Aided Dispatch Replacement
11-49	C1822	Source Separated Public Recycling Containers
11-50	C1906	Town-Wide Aerial Mapping Project
11-51	C1908	Front Lobby Information Kiosk

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11-54	C1602	2016 Paving & Drainage Project
11-55	C1603	2016 Recessed Striping & Marking Project
11-56	C1802	2018 Paving & Drainage Project
11-57	C2002	2020 Paving & Drainage Project
11-58	C2003	2020 Recessed Striping Project
11-59	C2202	2022 Paving & Drainage Project
11-60	C2203	2022 Recessed Striping Project
11-61	C2302	2023 Paving & Drainage Project
11-62	Cxx01	Annual Slurry Seal Project Summary (See annual detail on pages 11-63 thru 11-72)
11-63	C1701	2017 Slurry Seal Project
11-64	C1801	2018 Slurry Seal Project
11-65	C1901	2019 Slurry Seal Project
11-66	C2001	2020 Slurry Seal Project
11-67	C2005	2021 Parking District Seal Coat Project
11-68	C2101	2021 Slurry Seal Project
11-69	C2104	2021 Trails Seal Coat Project
11-70	C2201	2022 Slurry Seal Project
11-71	C2301	2023 Slurry Seal Project
11-72	C1713	2017 Flood Damage Repair
ROADWAY & WATER QUALITY IMPROVEMENT PROJECTS		
11-73	C1306	Glenshire Drive Bike Lane Project - Phase 2
11-74	C1307	West River Street Widening & Bike Lane Project
11-75	C1508	Miscellaneous Curb & Gutter Replacement
11-76	C1604	Brockway Road Corridor/East River Street Improvement Project
11-77	C1605	Glenshire Drive/Dorchester Drive Pedestrian and Bicycle Improvements
11-78	C1607	Coldstream Road/Donner Creek Crossing Structure Replacement
11-79	C1810	Skislope Way Vehicle Turnaround
ROUNDBOUT & INTERSECTION PROJECTS		
11-80	C1608	Northwood's Boulevard/Donner Pass Road Roundabout
11-81	C1612	Stockrest Spring/Donner Pass Road/East Jibboom St Roundabout
11-82	C1712	I-80/Donner Pass Road/Coldstream Road Roundabout
11-83	C1804	Church Street Extension
11-84	C1805	Bridge Street/West River Street/Donner Pass Road Intersection Improvements

PROPOSED

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11-87	C1704	Trout Creek Restoration - Reach 1, Phase 2 Final Design & Construction
11-88	C1705	Trout Creek Restoration - Design, Permitting, Construction Reach 4
11-89	C2004	Tahoe Donner Drainage Maintenance Project
STREETSCAPE IMPROVEMENT PROJECTS		
11-90	C0322	Brickelltown Streetscape Improvement Project
11-91	C1407	Envision DPR Corridor Improvement - Western Segment Phase 1
11-92	C1504	Envision DPR Corridor Improvement Plan (Coldstream to McIver RAB)
11-93	C1703	West River Street Streetscape Improvement Project
11-94	C1711	Railyard Development Agreement Implementations
11-95	C1806	Bridge Street Streetscape Improvement Project
11-96	C1807	Church Street Streetscape Improvements Project
11-97	C1808	Jibboom Street Streetscape Improvements Project
11-98	C1815	Envision DPR - Western Segment Utility Undergrounding
11-99	C1816	East River Street Railroad Property Improvement
11-100	C1823	Donner Lake/Donner Pass Road Parking Improvement Feasibility Analysis
11-101	C1824	East Jibboom Street Pedestrian and Bicycle Improvement Study
11-102	C1904	Envision DPR - Eastern Segment Pedestrian Improvements
11-103	C1905	Envision DPR - Eastern Segment Utility Undergrounding
11-104	C2006	Envision DPR - Eastern Segment Improvement Plan
STUDIES & PLAN UPDATES		
11-105	C1409	Housing Element Update
11-106	C1511	Riverview Corp Yard Facilities Plans
11-107	C1512	GIS 3 Year Strategic Plan
11-108	C1709	Business License Feasibility Study
11-109	C1813	Library Management Feasibility Study
11-110	C1818	Sustainable Groundwater Management Act
11-111	C1820	Transit Center Relocation Feasibility Study
11-112	C1903	General Plan Update
11-113	C1909	Parking Strategic Plan

PROPOSED

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11-13	FUNDING SOURCES SUMMARY		
11-34 & 35	C0105	Information Technology Equipment	Miscellaneous Projects
11-36	C0107	Town Hall Office Equipment	Miscellaneous Projects
11-90	C0322	Brickelltown Streetscape Improvement Project	Streetscape Improvement Projects
11-20	C0338	State Route 89/UPRR Underpass (Mousehole)	Bicycle Path & Trail Projects
11-24	C05XX	Town of Truckee Facilities	Facilities Project
11-21	C0702	Truckee River Trail Phase 4	Bicycle Path & Trail Projects
11-22	C0703	Truckee River Trail Phase 3	Bicycle Path & Trail Projects
11-85	C1203	Trout Creek Restoration - Reach 1, Phase 1 Construction	Stream Restoration & Water Quality Improvement Projects
11-37	C1208	Police Department Communication & Safety Equipment	Miscellaneous Projects
11-73	C1306	Glenshire Drive Bike Lane Project - Phase 2	Roadway & Water Quality Improvement Projects
11-74	C1307	West River Street Widening & Bike Lane Project	Roadway & Water Quality Improvement Projects
11-91	C1407	Envision DPR Corridor Improvement - Western Segment Phase 1	Streetscape Improvement Projects
11-105	C1409	Housing Element Update	Studies & Plan Updates
11-23	C1413	Truckee River Legacy Trail - Glenshire Trailhead	Bicycle Path & Trail Projects
11-92	C1504	Envision DPR Corridor Improvement Plan (Coldstream to Mclver RAB)	Streetscape Improvement Projects
11-26	C1505	Council Chambers	Facilities Project
11-75	C1508	Miscellaneous Curb & Gutter Replacement	Roadway & Water Quality Improvement Projects
11-38	C1509	Woodstove Replacement Program	Miscellaneous Projects
11-39	C1510	Climate Action Activities	Miscellaneous Projects
11-106	C1511	Riverview Corp Yard Facilities Plans	Studies & Plan Updates
11-107	C1512	GIS 3 Year Strategic Plan	Studies & Plan Updates
11-40	C1513	Aquatic Invasive Species Watercraft Inspection Program	Miscellaneous Projects
11-41	C1514	Town 25 Year Anniversary Acknowledgement	Miscellaneous Projects
11-54	C1602	2016 Paving & Drainage Project	Pavement Maintenance Projects
11-55	C1603	2016 Recessed Striping & Marking Project	Pavement Maintenance Projects
11-76	C1604	Brockway Road Corridor/East River Street Improvement Project	Roadway & Water Quality Improvement Projects
11-77	C1605	Glenshire Drive/Dorchester Drive Pedestrian and Bicycle Improvements	Roadway & Water Quality Improvement Projects
11-86	C1606	Donner Pass Road/West Tamarack Road Drainage Improvement	Stream Restoration & Water Quality Improvement Projects
11-78	C1607	Coldstream Road/Donner Creek Crossing Structure Replacement	Roadway & Water Quality Improvement Projects
11-80	C1608	Northwood's Boulevard/Donner Pass Road Roundabout	Roundabout & Intersection Projects

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11-81	C1612	Stockrest Spring/Donner Pass Road/East Jibboom St Roundabout	Roundabout & Intersection Projects
11-63	C1701	2017 Slurry Seal Project	Pavement Maintenance Projects
11-93	C1703	West River Street Streetscape Improvement Project	Streetscape Improvement Projects
11-87	C1704	Trout Creek Restoration - Reach 1, Phase 2 Final Design & Construction	Stream Restoration & Water Quality Improvement Projects
11-88	C1705	Trout Creek Restoration - Design, Permitting, Construction Reach 4	Stream Restoration & Water Quality Improvement Projects
11-28	C1706	Parking District Parking Lot Purchase	Facilities Project
11-108	C1709	Business License Feasibility Study	Studies & Plan Updates
11-43	C1710	Police Department Remodel	Miscellaneous Projects
11-94	C1711	Railyard Development Agreement Implementations	Streetscape Improvement Projects
11-82	C1712	I-80/Donner Pass Road/Coldstream Road Roundabout	Roundabout & Intersection Projects
11-72	C1713	2017 Flood Damage Repair	Pavement Maintenance Projects
11-29	C1714	Town Hall Lease Space Remodel	Facilities Project
11-64	C1801	2018 Slurry Seal Project	Pavement Maintenance Projects
11-56	C1802	2018 Paving & Drainage Project	Pavement Maintenance Projects
11-83	C1804	Church Street Extension	Roundabout & Intersection Projects
11-84	C1805	Bridge Street/West River Street/Donner Pass Road Intersection Improvements	Roundabout & Intersection Projects
11-95	C1806	Bridge Street Streetscape Improvement Project	Streetscape Improvement Projects
11-96	C1807	Church Street Streetscape Improvements Project	Streetscape Improvement Projects
11-97	C1808	Jibboom Street Streetscape Improvements Project	Streetscape Improvement Projects
11-44	C1809	Town Website Update	Miscellaneous Projects
11-79	C1810	Skislope Way Vehicle Turnaround	Roadway & Water Quality Improvement Projects
11-45	C1811	Fleet Equipment Purchases	Miscellaneous Projects
11-46	C1812	Prosser Dam Rd/Alder Dr/State Route 89 RAB Art	Miscellaneous Projects
11-109	C1813	Library Management Feasibility Study	Studies & Plan Updates
11-47	C1814	Work Force & Affordable Housing Actions	Miscellaneous Projects
11-98	C1815	Envision DPR - Western Segment Utility Undergrounding	Streetscape Improvement Projects
11-99	C1816	East River Street Railroad Property Improvement	Streetscape Improvement Projects
11-31	C1817	West River Street Site Redevelopment	Facilities Project
11-110	C1818	Sustainable Groundwater Management Act	Studies & Plan Updates
11-30	C1819	Transit Shelter Replacement	Facilities Project
11-111	C1820	Transit Center Relocation Feasibility Study	Studies & Plan Updates
11-48	C1821	Records Management System/Computer Aided Dispatch Replacement	Miscellaneous Projects

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11-101	C1824	East Jibboom Street Pedestrian and Bicycle Improvement Study	Streetscape Improvement Projects
11-65	C1901	2019 Slurry Seal Project	Pavement Maintenance Projects
11-112	C1903	General Plan Update	Studies & Plan Updates
11-102	C1904	Envision DPR - Eastern Segment Pedestrian Improvements	Streetscape Improvement Projects
11-103	C1905	Envision DPR - Eastern Segment Utility Undergrounding	Streetscape Improvement Projects
11-50	C1906	Town-Wide Aerial Mapping Project	Miscellaneous Projects
11-32	C1907	Mclver Dairy Site Implementation	Facilities Project
11-51	C1908	Front Lobby Information Kiosk	Miscellaneous Projects
11-113	C1909	Parking Strategic Plan	Studies & Plan Updates
11-33	C1910	Energy Efficiency Initiatives	Facilities Project
11-66	C2001	2020 Slurry Seal Project	Pavement Maintenance Projects
11-57	C2002	2020 Paving & Drainage Project	Pavement Maintenance Projects
11-58	C2003	2020 Recessed Striping Project	Pavement Maintenance Projects
11-89	C2004	Tahoe Donner Drainage Maintenance Project	Stream Restoration & Water Quality Improvement Projects
11-67	C2005	2021 Parking District Seal Coat Project	Pavement Maintenance Projects
11-104	C2006	Envision DPR - Eastern Segment Improvement Plan	Streetscape Improvement Projects
11-68	C2101	2021 Slurry Seal Project	Pavement Maintenance Projects
11-69	C2104	2021 Trails Seal Coat Project	Pavement Maintenance Projects
11-70	C2201	2022 Slurry Seal Project	Pavement Maintenance Projects
11-59	C2202	2022 Paving & Drainage Project	Pavement Maintenance Projects
11-60	C2203	2022 Recessed Striping Project	Pavement Maintenance Projects
11-71	C2301	2023 Slurry Seal Project	Pavement Maintenance Projects
11-61	C2302	2023 Paving & Drainage Project	Pavement Maintenance Projects
11-62	Cxx01	Annual Slurry Seal Project Summary (See annual detail on pages 11-63 thru 11-72)	Pavement Maintenance Projects
11-52 & 53	Cxx02	Annual Paving & Drainage Project Summary (See annual detail on pages 11-54 thru 11-61)	Pavement Maintenance Projects

PROPOSED

TOWN OF TRUCKEE - CAPITAL IMPROVEMENT PROJECTS - PROJECT EXPENDITURE SUMMARY

PAGE #	CIP #	DESCRIPTION	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	TOTAL
BICYCLE PATH & TRAIL PROJECTS											
11-20	C0338	State Route 89/UPRR Underpass (Mousehole)	11,511,628	40,000	15,000	-	-	-	-	-	11,526,628
11-21	C0702	Truckee River Trail Phase 4	249,433	1,067,000	250,000	817,000	4,802,230	5,000,000	-	-	11,118,663
11-22	C0703	Truckee River Trail Phase 3	5,303,099	15,000	15,000	3,000	3,000	3,000	-	-	5,327,099
11-23	C1413	Truckee River Legacy Trail - Glenshire Trailhead	407,618	6,250	6,250	6,250	-	-	-	-	420,118
FACILITY PROJECTS											
11-24 & 25	C05XX	Town of Truckee Facilities	1,162,912	520,000	495,800	120,000	40,000	195,000	20,000	85,000	2,118,712
11-26	C1505	Council Chambers	59,268	15,000	20,000	4,500	-	-	-	-	83,768
11-27	C1609	Public Service Center Garage	-	1,910,000	525,000	7,892,000	-	-	-	-	8,417,000
11-28	C1706	Parking District Parking Lot Purchase	-	1,000,000	-	770,000	-	-	-	-	770,000
11-29	C1714	Town Hall Lease Space Remodel	-	250,000	370,000	-	-	-	-	-	370,000
11-31	C1817	West River Street Site Redevelopment	8,389	-	14,250	120,000	2,200,000	-	-	-	2,342,639
11-30	C1819	Transit Shelter Replacement	-	-	-	137,780	-	-	-	-	137,780
11-32	C1907	Mclver Dairy Site Implementation	-	-	-	-	100,000	-	-	-	-
11-33	C1910	Energy Efficiency Initiatives	-	-	-	162,000	30,000	30,000	30,000	30,000	282,000
MISCELLANEOUS PROJECT											
11-34 & 35	C0105	Information Technology Equipment	677,605	211,000	197,000	190,000	262,000	155,000	177,000	135,000	1,793,605
11-36	C0107	Town Hall Office Equipment	58,992	61,000	52,158	-	10,000	-	20,000	65,000	206,150
11-37	C1208	Police Department Communication & Safety Equipment	311,677	326,000	326,000	37,320	32,932	33,544	43,156	43,768	828,397
11-38	C1509	Woodstove Replacement Program	16,423	15,000	13,400	15,000	15,000	4,177	-	-	64,000
11-39	C1510	Climate Action Activities	35,000	30,000	46,500	170,000	-	-	-	-	251,500
11-40	C1513	Aquatic Invasive Species Watercraft Inspection Program	3,364	246,532	10,000	1,250,000	-	-	-	-	1,263,364
11-41	C1514	Town 25 Year Anniversary Acknowledgement	-	39,700	7,000	50,000	-	-	-	-	57,000
11-42	C1610	Town-Wide Content Management System	31,537	110,000	6,713	-	120,000	-	-	-	158,250
11-43	C1710	Police Department Remodel	48,997	-	15,074	-	-	-	-	-	64,071
11-44	C1809	Town Website Update	-	-	-	-	-	-	20,000	-	20,000
11-45	C1811	Fleet Equipment Purchases	-	1,220,000	548,191	763,899	-	-	-	-	1,312,090
11-46	C1812	Prosser Dam Rd/Alder Dr/State Route 89 RAB Art	-	35,000	16,000	-	-	-	-	-	16,000
11-47	C1814	Work Force & Affordable Housing Actions	-	115,000	115,000	50,000	-	-	-	-	165,000
11-48	C1821	Records Management System/Computer Aided Dispatch Replacemen	-	-	-	133,000	133,000	134,000	-	-	400,000
11-49	C1822	Source Separated Public Recycling Containers	-	-	-	76,250	75,500	75,500	-	-	227,250
11-50	C1906	Town-Wide Aerial Mapping Project	-	-	-	-	-	-	25,000	-	25,000
11-51	C1908	Front Lobby Information Kiosk	-	-	-	-	40,000	-	-	-	40,000
ROAD MAINTENANCE PROJECTS											
11-54	C1602	2016 Paving & Drainage Project	4,542,970	-	383,773	-	-	-	-	-	4,926,743
11-55	C1603	2016 Recessed Striping & Marking Project	309,428	-	222,980	-	-	-	-	-	532,408
11-56	C1802	2018 Paving & Drainage Project	-	5,000	5,000	3,901,000	-	-	-	-	3,906,000
11-57	C2002	2020 Paving & Drainage Project	-	-	-	-	5,000	3,893,000	-	-	3,898,000
11-58	C2003	2020 Recessed Striping Project	-	-	-	-	350,000	-	-	-	350,000
11-59	C2202	2022 Paving & Drainage Project	-	-	-	-	-	-	5,000	6,018,000	6,023,000
11-60	C2203	2022 Recessed Striping Project	-	-	-	-	-	-	350,000	-	350,000
11-61	C2302	2023 Paving & Drainage Project	-	-	-	-	-	-	-	-	-

PROPOSED

TOWN OF TRUCKEE - CAPITAL IMPROVEMENT PROJECTS - PROJECT EXPENDITURE SUMMARY

PAGE #	CIP #	DESCRIPTION	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	TOTAL
ROAD MAINTENANCE PROJECTS (CONT'D)											
11-63	C1701	2017 Slurry Seal Project	326,410	675,000	297,142	-	-	-	-	-	623,552
11-64	C1801	2018 Slurry Seal Project	-	135,419	5,000	679,000	-	-	-	-	684,000
11-65	C1901	2019 Slurry Seal Project	-	-	-	5,000	1,053,000	-	-	-	1,058,000
11-66	C2001	2020 Slurry Seal Project	-	-	-	-	5,000	788,000	-	-	793,000
11-67	C2005	2021 Parking District Seal Coat Project	-	-	-	-	-	5,000	20,000	-	25,000
11-68	C2101	2021 Slurry Seal Project	-	-	-	-	-	5,000	1,058,000	-	1,063,000
11-69	C2104	2021 Trails Seal Coat Project	-	-	-	-	5,000	145,000	-	-	150,000
11-70	C2201	2022 Slurry Seal Project	-	-	-	-	-	-	5,000	1,009,000	1,014,000
11-71	C2301	2023 Slurry Seal Project	-	-	-	-	-	-	-	5,000	5,000
11-72	C1713	2017 Flood Damage Repair	-	875,000	546,000	-	-	-	-	-	546,000
ROADWAY & WATER QUALITY IMPROVEMENT PROJECTS											
11-73	C1306	Glenshire Drive Bike Lane Project - Phase 2	3,395,892	3,000	3,000	3,000	1,500	-	-	-	3,403,392
11-74	C1307	West River Street Widening & Bike Lane Project	2,337,103	20,000	-	-	-	-	-	-	2,337,103
11-75	C1508	Miscellaneous Curb & Gutter Replacement	79,844	75,000	20,000	50,000	25,000	25,000	25,000	25,000	249,844
11-76	C1604	Brockway Road Corridor/East River Street Improvement Project	90,170	1,660,000	3,000,830	-	-	-	-	-	3,091,000
11-77	C1605	Glenshire Drive/Dorchester Drive Pedestrian and Bicycle Improverment	265,727	3,400,000	2,750,000	-	-	-	-	-	3,015,727
11-78	C1607	Coldstream Road/Donner Creek Crossing Structure Replacement	300	800,000	200,000	1,200,000	-	-	-	-	1,400,300
11-79	C1810	Skislope Way Vehicle Turnaround	-	200,000	30,000	200,000	-	-	-	-	230,000
ROUNDBOUT & INTERSECTION PROJECTS											
11-80	C1608	Northwood's Boulevard/Donner Pass Road Roundabout	95,451	245,000	120,000	150,000	1,175,000	1,000,000	-	-	2,540,451
11-81	C1612	Stockrest Spring/Donner Pass Road/East Jibboom St Roundabout	-	1,170,000	50,000	1,220,000	730,000	-	-	-	2,000,000
11-82	C1712	I-80/Donner Pass Road/Coldstream Road Roundabout	-	1,782,361	75,000	375,000	3,050,000	-	-	-	3,500,000
11-83	C1804	Church Street Extension	-	250,000	250,000	425,000	2,500,000	1,500,000	-	-	4,675,000
11-84	C1805	Bridge Street/West River Street/Donner Pass Road Intersection	-	200,000	50,000	350,000	1,000,000	1,000,000	-	-	2,400,000
STREAM RESTORATION & WATER QUALITY IMPROVEMENT PROJECTS											
11-85	C1203	Trout Creek Restoration - Reach 1, Phase 1 Construction	2,086,300	20,000	34,000	-	-	-	-	-	2,120,300
11-86	C1606	Donner Pass Road/West Tamarack Road Drainage Improvement	10,644	75,856	-	-	-	-	-	-	10,644
11-87	C1704	Trout Creek Restoration - Reach 1, Phase 2 Final Design & Constructio	-	70,000	-	-	-	70,000	225,000	3,230,000	3,525,000
11-88	C1705	Trout Creek Restoration - Design, Permitting, Construction Reach 4	-	-	-	-	500,000	3,000,000	3,000,000	-	6,500,000
11-89	C2004	Tahoe Donner Drainage Maintenance Project	-	-	-	-	-	30,000	500,000	-	530,000
STREETSCAPE IMPROVEMENT PROJECTS											
11-90	C0322	Brickelltown Streetscape Improvement Project	8,853,455	50,000	45,000	-	-	-	-	-	8,898,455
11-91	C1407	Envision DPR Corridor Improvement - Western Segment Phase 1	524,149	300,000	135,000	1,525,000	2,525,000	-	-	-	4,709,149
11-92	C1504	Envision DPR Corridor Improvement Plan (Coldstream to McIver RAB)	551,288	25,000	35,000	-	-	-	-	-	586,288
11-93	C1703	West River Street Streetscape Improvement Project	-	-	-	375,000	1,625,000	2,500,000	-	-	4,500,000
11-94	C1711	Railyard Development Agreement Implementations	-	1,000,000	-	3,284,144	50,000	50,000	50,000	100,000	3,534,144
11-95	C1806	Bridge Street Streetscape Improvement Project	-	-	-	-	150,000	150,000	800,000	-	1,100,000

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TOWN OF TRUCKEE - CAPITAL IMPROVEMENT PROJECTS - PROJECT EXPENDITURE SUMMARY

PAGE #	CIP #	DESCRIPTION	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	TOTAL
STREETSCAPE IMPROVEMENT PROJECTS (CONT'D)											
11-96	C1807	Church Street Streetscape Improvements Project	-	-	-	-	200,000	200,000	1,500,000	-	1,900,000
11-97	C1808	Jibboom Street Streetscape Improvements Project	-	-	-	-	200,000	200,000	3,000,000	-	3,400,000
11-98	C1815	Envision DPR - Western Segment Utility Undergrounding	22,809	1,650,000	1,075,000	2,800,000	-	-	-	-	3,897,809
11-99	C1816	East River Street Railroad Property Improvement	-	20,000	38,250	-	-	-	-	-	38,250
11-100	C1823	Donner Lake/Donner Pass Road Parking Improvement Feasibility Analysis	-	-	-	150,000	-	-	-	-	150,000
11-101	C1824	East Jibboom Street Pedestrian and Bicycle Improvement Study	-	-	-	75,000	75,000	-	-	-	150,000
11-102	C1904	Envision DPR - Eastern Segment Pedestrian Improvements	-	-	-	-	-	600,000	-	4,500,000	5,100,000
11-103	C1905	Envision DPR - Eastern Segment Utility Undergrounding	-	-	-	-	300,000	3,000,000	1,200,000	-	4,500,000
11-104	C2006	Envision DPR - Eastern Segment Improvement Plan	-	-	-	-	-	300,000	-	-	300,000
STUDIES & PLAN UPDATES											
11-105	C1409	Housing Element Update	24,505	9,662	-	10,000	-	-	-	-	34,505
11-106	C1511	Riverview Corp Yard Facilities Plans	-	15,000	6,000	24,000	-	-	-	-	30,000
11-107	C1512	GIS 3 Year Strategic Plan	114,204	30,000	35,000	60,000	-	-	-	-	209,204
11-108	C1709	Business License Feasibility Study	-	15,000	17,750	-	-	-	-	-	17,750
11-109	C1813	Library Management Feasibility Study	-	28,600	28,600	-	-	-	-	-	28,600
11-110	C1818	Sustainable Groundwater Management Act	-	-	10,000	25,000	30,000	30,000	30,000	30,000	155,000
11-111	C1820	Transit Center Relocation Feasibility Study	-	-	-	100,000	-	-	-	-	100,000
11-112	C1903	General Plan Update	-	15,000	150,000	625,000	475,000	50,000	-	-	1,300,000
11-113	C1909	Parking Strategic Plan	-	-	-	75,000	-	-	-	-	75,000

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TOWN OF TRUCKEE - CAPITAL IMPROVEMENT PROJECTS

FUNDING SOURCES - ALL FISCAL YEARS

REVENUE SOURCE	CIP #	PAGE #	DESCRIPTION	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FUNDING TOTAL
Affordable Housing In-Lieu Fund	C1711	11-94	Railyard Development Agreement Implementations	-	-	1,650,000	-	-	-	-	1,650,000
	C1814	11-47	Work Force & Affordable Housing Actions	50,000	50,000	50,000	-	-	-	-	100,000
Affordable Housing In-Lieu Fund Total				50,000	50,000	1,700,000	-	-	-	-	1,750,000
AHSC Program Funds	C1712	11-82	I-80/Donner Pass Road/Coldstream Road Roundabout	1,532,361	-	-	1,532,361	-	-	-	1,532,361
AHSC Program Funds Total				1,532,361	-	-	1,532,361	-	-	-	1,532,361
Air Quality Mitigation Fund	C1509	11-38	Woodstove Replacement Program	15,000	13,400	15,000	15,000	4,177	-	-	47,577
Air Quality Mitigation Fund Total				15,000	13,400	15,000	15,000	4,177	-	-	47,577
ATP Grant	C1605	11-77	Glenshire Drive/Dorchester Drive Pedestrian and Bicycle Improvements	904,069	904,069	-	-	-	-	-	904,069
ATP Grant Total				904,069	904,069	-	-	-	-	-	904,069
Beverage Container Payment Program	C1822	11-49	Source Separated Public Recycling Containers	-	-	5,000	5,000	5,000	-	-	15,000
Beverage Container Payment Program Total				-	-	5,000	5,000	5,000	-	-	15,000
Bond Financing	C1609	11-27	Public Service Center Garage	1,210,000	-	6,045,000	-	-	-	-	6,045,000
Bond Financing Total				1,210,000	-	6,045,000	-	-	-	-	6,045,000
Book Sponsorships	C1514	11-41	Town 25 Year Anniversary Acknowledgement	28,000	-	-	-	-	-	-	-
Book Sponsorships Total				28,000	-	-	-	-	-	-	-
Building & Safety Fund	C0107	11-36	Town Hall Office Equipment	8,000	7,657	-	-	-	-	10,000	17,657
Building & Safety Fund Total				8,000	7,657	-	-	-	-	10,000	17,657
CDBW Grant	C1513	11-40	Aquatic Invasive Species Watercraft Inspection Program	246,532	-	250,000	-	-	-	-	250,000
CDBW Grant Total				246,532	-	250,000	-	-	-	-	250,000
COPS Fund	C0107	11-36	Town Hall Office Equipment	15,000	9,707	-	-	-	-	15,000	24,707
	C1208	11-37	Police Department Communication & Safety Equipment	40,000	40,000	37,320	32,932	33,544	43,156	43,768	230,720
COPS Fund Total				55,000	49,707	37,320	32,932	33,544	43,156	58,768	255,427
Developer Funding	C1604	11-76	Brockway Road Corridor/East River Street Improvement Project	5,000	5,000	-	-	-	-	-	5,000
	C1607	11-78	Coldstream Road/Donner Creek Crossing Structure Replacement	100,000	-	280,000	-	-	-	-	280,000
	C1711	11-94	Railyard Development Agreement Implementations	500,000	-	-	-	-	-	-	-
Developer Funding Total				605,000	5,000	280,000	-	-	-	-	285,000
Economic Development Design.	C1711	11-94	Railyard Development Agreement Implementations	-	-	250,000	50,000	50,000	50,000	100,000	500,000
Economic Development Design. Total				-	-	250,000	50,000	50,000	50,000	100,000	500,000
Event Sponsorships	C1514	11-41	Town 25 Year Anniversary Acknowledgement	-	-	23,000	-	-	-	-	23,000
Event Sponsorships Total				-	-	23,000	-	-	-	-	23,000
Facilities Impact Fees - General Government	C1609	11-27	Public Service Center Garage	466,000	350,000	422,000	-	-	-	-	772,000
Facilities Impact Fees - General Government Total				466,000	350,000	422,000	-	-	-	-	772,000
Facilities Impact Fees - Law Enforcement	C1609	11-27	Public Service Center Garage	234,000	175,000	125,000	-	-	-	-	300,000
Facilities Impact Fees - Law Enforcement Total				234,000	175,000	125,000	-	-	-	-	300,000
Facilities Impact Fees - Storm Drainage	C1203	11-85	Trout Creek Restoration - Reach 1, Phase 1 Construction	20,000	34,000	-	-	-	-	-	34,000
	C1804	11-83	Church Street Extension	-	50,000	85,000	500,000	125,000	-	-	760,000
Facilities Impact Fees - Storm Drainage Total				20,000	84,000	85,000	500,000	125,000	-	-	794,000
Facilities Improvement Designation	C1609	11-27	Public Service Center Garage	-	-	1,300,000	-	-	-	-	1,300,000
Facilities Improvement Designation Total				-	-	1,300,000	-	-	-	-	1,300,000
Federal HSIP Grant	C1407	11-91	Envision DPR Corridor Improvement - Western Segment Phase 1	-	-	600,000	619,600	-	-	-	1,219,600
	C1504	11-92	Envision DPR Corridor Improvement Plan (Coldstream to Mclver RAB)	5,000	5,000	-	-	-	-	-	5,000
Federal HSIP Grant Total				5,000	5,000	600,000	619,600	-	-	-	1,224,600

PROPOSED

TOWN OF TRUCKEE - CAPITAL IMPROVEMENT PROJECTS

FUNDING SOURCES - ALL FISCAL YEARS

REVENUE SOURCE	CIP #	PAGE #	DESCRIPTION	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FUNDING TOTAL	
General Fund	C0105	11-34	Information Technology Equipment	211,000	197,000	190,000	262,000	155,000	177,000	135,000	1,116,000	
	C0107	11-36	Town Hall Office Equipment	38,000	34,794	-	5,000	-	20,000	40,000	99,794	
	C05XX	11-24	Town of Truckee Facilities	505,000	487,550	104,250	31,750	195,000	20,000	85,000	923,550	
	C1208	11-37	Police Department Communication & Safety Equipment	286,000	286,000	-	-	-	-	-	-	286,000
	C1407	11-91	Envision DPR Corridor Improvement - Western Segment Phase 1	180,000	135,000	375,000	1,430,400	-	-	-	-	1,940,400
	C1409	11-105	Housing Element Update	9,662	-	10,000	-	-	-	-	-	10,000
	C1413	11-23	Truckee River Legacy Trail - Glenshire Trailhead	3,125	3,125	3,125	-	-	-	-	-	6,250
	C1510	11-39	Climate Action Activities	30,000	46,500	70,000	-	-	-	-	-	116,500
	C1511	11-106	Riverview Corp Yard Facilities Plans	15,000	6,000	24,000	-	-	-	-	-	30,000
	C1512	11-107	GIS 3 Year Strategic Plan	30,000	35,000	60,000	-	-	-	-	-	95,000
	C1513	11-40	Aquatic Invasive Species Watercraft Inspection Program	-	10,000	-	-	-	-	-	-	10,000
	C1514	11-41	Town 25 Year Anniversary Acknowledgement	11,700	7,000	27,000	-	-	-	-	-	34,000
	C1607	11-78	Coldstream Road/Donner Creek Crossing Structure Replacement	310,000	-	490,000	-	-	-	-	-	490,000
	C1608	11-80	Northwood's Boulevard/Donner Pass Road Roundabout	245,000	120,000	150,000	1,175,000	1,000,000	-	-	-	2,445,000
	C1610	11-42	Town-Wide Content Management System	110,000	6,713	-	120,000	-	-	-	-	126,713
	C1703	11-93	West River Street Streetscape Improvement Project	-	-	375,000	625,000	2,500,000	-	-	-	3,500,000
	C1704	11-87	Trout Creek Restoration - Reach 1, Phase 2 Final Design & Construction	70,000	-	-	-	70,000	-	-	-	70,000
	C1706	11-28	Parking District Parking Lot Purchase	500,000	-	385,000	-	-	-	-	-	385,000
	C1709	11-108	Business License Feasibility Study	15,000	17,750	-	-	-	-	-	-	17,750
	C1710	11-43	Police Department Remodel	-	15,074	-	-	-	-	-	-	15,074
	C1714	11-29	Town Hall Lease Space Remodel	250,000	318,000	-	-	-	-	-	-	318,000
	C1809	11-44	Town Website Update	-	-	-	-	-	20,000	-	-	20,000
	C1811	11-45	Fleet Equipment Purchases	1,150,000	478,191	763,899	-	-	-	-	-	1,242,090
	C1812	11-46	Prosser Dam Rd/Alder Dr/State Route 89 RAB Art	35,000	16,000	-	-	-	-	-	-	16,000
	C1813	11-109	Library Management Feasibility Study	28,600	28,600	-	-	-	-	-	-	28,600
	C1814	11-47	Work Force & Affordable Housing Actions	65,000	65,000	-	-	-	-	-	-	65,000
	C1815	11-98	Envision DPR - Western Segment Utility Undergrounding	1,650,000	1,075,000	1,400,000	-	-	-	-	-	2,475,000
	C1816	11-99	East River Street Railroad Property Improvement	20,000	38,250	-	-	-	-	-	-	38,250
	C1817	11-31	West River Street Site Redevelopment	-	14,250	120,000	1,200,000	-	-	-	-	1,334,250
	C1818	11-110	Sustainable Groundwater Management Act	-	10,000	25,000	30,000	30,000	30,000	30,000	30,000	155,000
	C1821	11-48	Records Management System/Computer Aided Dispatch Replacement	-	-	133,000	133,000	134,000	-	-	-	400,000
	C1824	11-101	East Jibboom Street Pedestrian and Bicycle Improvement Study	-	-	75,000	75,000	-	-	-	-	150,000
	C1903	11-112	General Plan Update	15,000	150,000	550,000	400,000	50,000	-	-	-	1,150,000
C1906	11-50	Town-Wide Aerial Mapping Project	-	-	-	-	-	25,000	-	-	25,000	
C1908	11-51	Front Lobby Information Kiosk	-	-	-	40,000	-	-	-	-	40,000	
C1910	11-33	Energy Efficiency Initiatives	-	-	162,000	30,000	30,000	30,000	30,000	30,000	282,000	
C2006	11-104	Envision DPR - Eastern Segment Improvement Plan	-	-	-	-	300,000	-	-	-	300,000	
General Fund Total				5,783,087	3,600,797	5,492,274	5,557,150	4,464,000	322,000	320,000	19,756,221	
General Fund Housing Designation	C1612	11-81	Stockrest Spring/Donner Pass Road/East Jibboom St Roundabout	1,170,000	50,000	1,220,000	730,000	-	-	-	2,000,000	
General Fund Housing Designation Total				1,170,000	50,000	1,220,000	730,000	-	-	-	2,000,000	

PROPOSED

TOWN OF TRUCKEE - CAPITAL IMPROVEMENT PROJECTS

FUNDING SOURCES - ALL FISCAL YEARS

REVENUE SOURCE	CIP #	PAGE #	DESCRIPTION	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FUNDING TOTAL
Glenshire TSSA Fund	C0703	11-22	Truckee River Trail Phase 3	15,000	15,000	3,000	3,000	3,000	-	-	24,000
	C1413	11-23	Truckee River Legacy Trail - Glenshire Trailhead	3,125	3,125	3,125	-	-	-	-	6,250
	C1701	11-63	2017 Slurry Seal Project	45,734	47,543	-	-	-	-	-	47,543
	C1801	11-64	2018 Slurry Seal Project	6,000	-	47,000	-	-	-	-	47,000
	C1901	11-65	2019 Slurry Seal Project	-	-	-	67,000	-	-	-	67,000
	C2001	11-66	2020 Slurry Seal Project	-	-	-	-	56,000	-	-	56,000
	C2002	11-57	2020 Paving & Drainage Project	-	-	-	-	157,000	-	-	157,000
	C2101	11-68	2021 Slurry Seal Project	-	-	-	-	-	47,000	-	47,000
	C2201	11-70	2022 Slurry Seal Project	-	-	-	-	-	-	67,000	67,000
Glenshire TSSA Fund Total				69,859	65,668	53,125	70,000	216,000	47,000	67,000	518,793
Measure R Sales Tax Fund	C0702	11-21	Truckee River Trail Phase 4	1,067,000	250,000	817,000	1,802,230	2,000,000	-	-	4,869,230
	C1602	11-54	2016 Paving & Drainage Project	-	35,202	-	-	-	-	-	35,202
	C1811	11-45	Fleet Equipment Purchases	70,000	70,000	-	-	-	-	-	70,000
	C2104	11-69	2021 Trails Seal Coat Project	-	-	-	5,000	145,000	-	-	150,000
Measure R Sales Tax Fund Total				1,137,000	355,202	817,000	1,807,230	2,145,000	-	-	5,124,432
Measure V Sales Tax Fund	C1306	11-73	Glenshire Drive Bike Lane Project - Phase 2	3,000	3,000	3,000	1,500	-	-	-	7,500
	C1307	11-74	West River Street Widening & Bike Lane Project	12,400	-	-	-	-	-	-	-
	C1407	11-91	Envision DPR Corridor Improvement - Western Segment Phase 1	-	-	550,000	475,000	-	-	-	1,025,000
	C1504	11-92	Envision DPR Corridor Improvement Plan (Coldstream to McIver RAB)	-	10,000	-	-	-	-	-	10,000
	C1508	11-75	Miscellaneous Curb & Gutter Replacement	75,000	20,000	50,000	25,000	25,000	25,000	25,000	170,000
	C1603	11-55	2016 Recessed Striping & Marking Project	-	222,980	-	-	-	-	-	222,980
	C1604	11-76	Brockway Road Corridor/East River Street Improvement Project	685,000	1,135,000	-	-	-	-	-	1,135,000
	C1605	11-77	Glenshire Drive/Dorchester Drive Pedestrian and Bicycle Improvements	1,033,931	714,884	-	-	-	-	-	714,884
	C1606	11-86	Donner Pass Road/West Tamarack Road Drainage Improvement	75,856	-	-	-	-	-	-	-
	C1607	11-78	Coldstream Road/Donner Creek Crossing Structure Replacement	310,000	200,000	290,000	-	-	-	-	490,000
	C1701	11-63	2017 Slurry Seal Project	496,299	178,285	-	-	-	-	-	178,285
	C1713	11-72	2017 Flood Damage Repair	875,000	207,174	-	-	-	-	-	207,174
	C1801	11-64	2018 Slurry Seal Project	-	5,000	52,000	-	-	-	-	57,000
	C1802	11-56	2018 Paving & Drainage Project	5,000	5,000	1,955,000	-	-	-	-	1,960,000
	C1815	11-98	Envision DPR - Western Segment Utility Undergrounding	-	-	550,000	-	-	-	-	550,000
	C1901	11-65	2019 Slurry Seal Project	-	-	5,000	700,342	-	-	-	705,342
	C2001	11-66	2020 Slurry Seal Project	-	-	-	5,000	180,000	-	-	185,000
	C2002	11-57	2020 Paving & Drainage Project	-	-	-	5,000	1,955,000	-	-	1,960,000
	C2003	11-58	2020 Recessed Striping Project	-	-	-	350,000	-	-	-	350,000
	C2101	11-68	2021 Slurry Seal Project	-	-	-	-	5,000	445,000	-	450,000
	C2201	11-70	2022 Slurry Seal Project	-	-	-	-	-	5,000	373,000	378,000
	C2202	11-59	2022 Paving & Drainage Project	-	-	-	-	-	5,000	1,955,000	1,960,000
	C2301	11-71	2023 Slurry Seal Project	-	-	-	-	-	-	5,000	5,000
C2203	11-60	2022 Recessed Striping Project	-	-	-	-	-	350,000	-	350,000	
Measure V Sales Tax Fund Total				3,571,486	2,701,323	3,455,000	1,561,842	2,165,000	830,000	2,358,000	13,071,165
OES	C1713	11-72	2017 Flood Damage Repair	-	338,826	-	-	-	-	-	338,826
OES Total				-	338,826	-	-	-	-	-	338,826

PROPOSED

TOWN OF TRUCKEE - CAPITAL IMPROVEMENT PROJECTS

FUNDING SOURCES - ALL FISCAL YEARS

REVENUE SOURCE	CIP #	PAGE #	DESCRIPTION	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FUNDING TOTAL
Parking Fund	C1706	11-28	Parking District Parking Lot Purchase	500,000	-	385,000	-	-	-	-	385,000
	C1711	11-94	Railyard Development Agreement Implementations	-	-	115,000	-	-	-	-	115,000
	C1909	11-113	Parking Strategic Plan	-	-	75,000	-	-	-	-	75,000
	C2005	11-67	2021 Parking District Seal Coat Project	-	-	-	-	5,000	20,000	-	25,000
Parking Fund Total				500,000	-	575,000	-	5,000	20,000	-	600,000
PEG Fund	C1505	11-26	Council Chambers	15,000	20,000	4,500	-	-	-	-	24,500
PEG Fund Total				15,000	20,000	4,500	-	-	-	-	24,500
Private Contributions	C0107	11-36	Town Hall Office Equipment	-	-	-	5,000	-	-	-	5,000
	C05XX	11-24	Town of Truckee Facilities	15,000	8,250	15,750	8,250	-	-	-	32,250
	C1714	11-29	Town Hall Lease Space Remodel	-	52,000	-	-	-	-	-	52,000
	C1801	11-64	2018 Slurry Seal Project	13,000	-	13,000	-	-	-	-	13,000
Private Contributions Total				28,000	60,250	28,750	13,250	-	-	-	102,250
Road Maintenance & Rehab Acct	C1801	11-64	2018 Slurry Seal Project	91,419	-	279,000	-	-	-	-	279,000
	C1901	11-65	2019 Slurry Seal Project	-	-	-	86,658	-	-	-	86,658
	C2001	11-66	2020 Slurry Seal Project	-	-	-	-	270,000	-	-	270,000
	C2101	11-68	2021 Slurry Seal Project	-	-	-	-	-	270,000	-	270,000
	C2201	11-70	2022 Slurry Seal Project	-	-	-	-	-	-	270,000	270,000
Road Maintenance & Rehab Acct Total				91,419	-	279,000	86,658	270,000	270,000	270,000	1,175,658
Road Maintenance Reserve	C1602	11-54	2016 Paving & Drainage Project	-	185,222	-	-	-	-	-	185,222
	C1604	11-76	Brockway Road Corridor/East River Street Improvement Project	500,000	1,141,730	-	-	-	-	-	1,141,730
	C1802	11-56	2018 Paving & Drainage Project	-	-	1,003,000	-	-	-	-	1,003,000
	C2002	11-57	2020 Paving & Drainage Project	-	-	-	-	865,000	-	-	865,000
	C2202	11-59	2022 Paving & Drainage Project	-	-	-	-	-	-	4,063,000	4,063,000
Road Maintenance Reserve Total				500,000	1,326,952	1,003,000	-	865,000	-	4,063,000	7,257,952
RSTP Funds	C1407	11-91	Envision DPR Corridor Improvement - Western Segment Phase 1	120,000	-	-	-	-	-	-	-
RSTP Funds Total				120,000	-	-	-	-	-	-	-
SB1 Grant	C1820	11-111	Transit Center Relocation Feasibility Study	-	-	100,000	-	-	-	-	100,000
	C1903	11-112	General Plan Update	-	-	75,000	75,000	-	-	-	150,000
SB1 Grant Total				-	-	175,000	75,000	-	-	-	250,000
SB1 Programmatic Funding	C1819	11-30	Transit Shelter Replacement	-	-	137,780	-	-	-	-	137,780
SB1 Programmatic Funding Total				-	-	137,780	-	-	-	-	137,780
SB1 Local Partnership Program	C1801	11-64	2018 Slurry Seal Project	-	-	200,000	-	-	-	-	200,000
	C2001	11-66	2020 Slurry Seal Project	-	-	-	-	100,000	-	-	100,000
	C2101	11-68	2021 Slurry Seal Project	-	-	-	-	-	100,000	-	100,000
	C2201	11-70	2022 Slurry Seal Project	-	-	-	-	-	-	100,000	100,000
SB1 Local Partnership Program Total				-	-	200,000	-	100,000	100,000	100,000	500,000
Solid Waste Fund	C1822	11-49	Source Separated Public Recycling Containers	-	-	71,250	70,500	70,500	-	-	212,250
Solid Waste Fund Total				-	-	71,250	70,500	70,500	-	-	212,250
Streetscape Designation	C1703	11-93	West River Street Streetscape Improvement Project	-	-	-	1,000,000	-	-	-	1,000,000
	C1711	11-94	Railyard Development Agreement Implementations	-	-	1,000,000	-	-	-	-	1,000,000
Streetscape Designation Total				-	-	1,000,000	1,000,000	-	-	-	2,000,000

PROPOSED

TOWN OF TRUCKEE - CAPITAL IMPROVEMENT PROJECTS

FUNDING SOURCES - ALL FISCAL YEARS

REVENUE SOURCE	CIP #	PAGE #	DESCRIPTION	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FUNDING TOTAL
Tahoe Donner TSSA Fund	C1602	11-54	2016 Paving & Drainage Project	-	7,449	-	-	-	-	-	7,449
	C1701	11-63	2017 Slurry Seal Project	132,967	71,314	-	-	-	-	-	71,314
	C1801	11-64	2018 Slurry Seal Project	25,000	-	88,000	-	-	-	-	88,000
	C1802	11-56	2018 Paving & Drainage Project	-	-	943,000	-	-	-	-	943,000
	C1810	11-79	Skislope Way Vehicle Turnaround	200,000	30,000	200,000	-	-	-	-	230,000
	C1823	11-100	Donner Lake/Donner Pass Road Parking Improvement Feasibility Analysis	-	-	150,000	-	-	-	-	150,000
	C1901	11-65	2019 Slurry Seal Project	-	-	-	199,000	-	-	-	199,000
	C2001	11-66	2020 Slurry Seal Project	-	-	-	-	182,000	-	-	182,000
	C2002	11-57	2020 Paving & Drainage Project	-	-	-	-	916,000	-	-	916,000
	C2004	11-89	Tahoe Donner Drainage Maintenance Project	-	-	-	-	30,000	500,000	-	530,000
	C2101	11-68	2021 Slurry Seal Project	-	-	-	-	-	196,000	-	196,000
	C2201	11-70	2022 Slurry Seal Project	-	-	-	-	-	-	199,000	199,000
Tahoe Donner TSSA Fund Total				357,967	108,763	1,381,000	199,000	1,128,000	696,000	199,000	3,711,763
Traffic Impact Fees Fund	C0338	11-20	State Route 89/UPRR Underpass (Mousehole)	40,000	15,000	-	-	-	-	-	15,000
	C1307	11-74	West River Street Widening & Bike Lane Project	7,600	-	-	-	-	-	-	-
	C1504	11-92	Envision DPR Corridor Improvement Plan (Coldstream to McIver RAB)	20,000	20,000	-	-	-	-	-	20,000
	C1604	11-76	Brockway Road Corridor/East River Street Improvement Project	470,000	719,100	-	-	-	-	-	719,100
	C1605	11-77	Glenshire Drive/Dorchester Drive Pedestrian and Bicycle Improvements	1,462,000	1,131,047	-	-	-	-	-	1,131,047
	C1607	11-78	Coldstream Road/Donner Creek Crossing Structure Replacement	80,000	-	140,000	-	-	-	-	140,000
	C1711	11-94	Railyard Development Agreement Implementations	500,000	-	269,144	-	-	-	-	269,144
	C1712	11-82	I-80/Donner Pass Road/Coldstream Road Roundabout	250,000	75,000	375,000	1,517,639	-	-	-	1,967,639
	C1804	11-83	Church Street Extension	250,000	200,000	340,000	2,000,000	1,375,000	-	-	3,915,000
	C1805	11-84	Bridge Street/West River Street/Donner Pass Road Intersection Improvements	200,000	50,000	350,000	1,000,000	1,000,000	-	-	2,400,000
Traffic Impact Fees Fund Total				3,279,600	2,210,147	1,474,144	4,517,639	2,375,000	-	-	10,576,930
Unfunded	C1513	11-40	Aquatic Invasive Species Watercraft Inspection Program	-	-	1,000,000	-	-	-	-	1,000,000
	C1705	11-88	Trout Creek Restoration - Design, Permitting, Construction Reach 4	-	-	-	500,000	3,000,000	3,000,000	-	6,500,000
	C1806	11-95	Bridge Street Streetscape Improvement Project	-	-	-	150,000	150,000	800,000	-	1,100,000
	C1807	11-96	Church Street Streetscape Improvements Project	-	-	-	200,000	200,000	1,500,000	-	1,900,000
	C1808	11-97	Jibboom Street Streetscape Improvements Project	-	-	-	200,000	200,000	3,000,000	-	3,400,000
	C1817	11-31	West River Street Site Redevelopment	-	-	-	1,000,000	-	-	-	1,000,000
	C1904	11-102	Envision DPR - Eastern Segment Pedestrian Improvements	-	-	-	-	600,000	-	4,500,000	5,100,000
	C1905	11-103	Envision DPR - Eastern Segment Utility Undergrounding	-	-	-	300,000	3,000,000	-	-	3,300,000
	C1907	11-32	McIver Dairy Site Implementation	-	-	-	100,000	-	-	-	100,000
Unfunded Total				-	-	1,000,000	2,450,000	7,150,000	8,300,000	4,500,000	23,400,000
Unfunded Grant Source	C0702	11-21	Truckee River Trail Phase 4	-	-	-	3,000,000	3,000,000	-	-	6,000,000
	C1510	11-39	Climate Action Activities	-	-	100,000	-	-	-	-	100,000
	C1704	11-87	Trout Creek Restoration - Reach 1, Phase 2 Final Design & Construction	-	-	-	-	-	225,000	3,230,000	3,455,000
Unfunded Grant Source Total				-	-	100,000	3,000,000	3,000,000	225,000	3,230,000	9,555,000
Utility Reimbursement	C0322	11-90	Brickelltown Streetscape Improvement Project	50,000	45,000	-	-	-	-	-	45,000
	C1307	11-74	West River Street Widening & Bike Lane Project	-	-	-	-	-	-	-	-
	C1602	11-54	2016 Paving & Drainage Project	-	155,900	-	-	-	-	-	155,900
	C1815	11-98	Envision DPR - Western Segment Utility Undergrounding	-	-	850,000	-	-	-	-	850,000
	C1905	11-103	Envision DPR - Eastern Segment Utility Undergrounding	-	-	-	-	-	1,200,000	-	1,200,000
Utility Reimbursement Total				50,000	200,900	850,000	-	-	1,200,000	-	2,250,900
Grand Total				22,052,380	12,682,661	30,454,143	23,893,162	24,171,221	12,103,156	15,275,768	118,580,111

PROPOSED

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PROPOSED

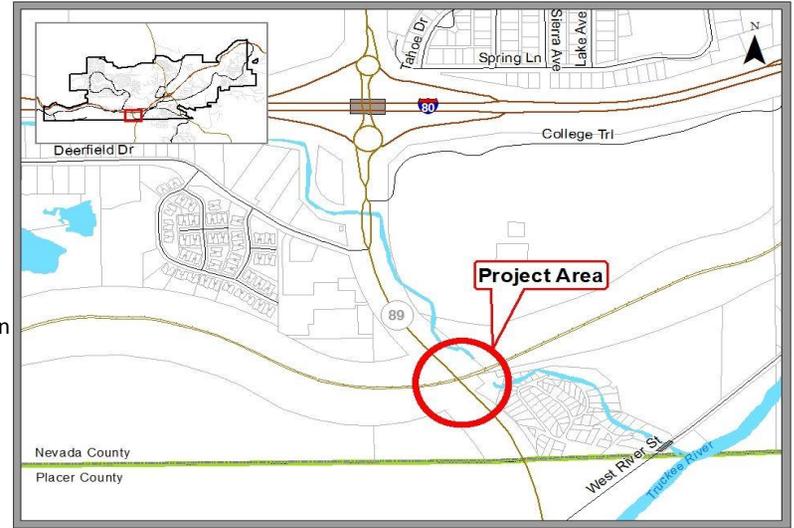
**CAPITAL IMPROVEMENT PROJECTS
BY
CATEGORY**

PROPOSED

State Route 89/UPRR Underpass (Mousehole)

C0338

PROJECT CATEGORY: Bicycle Path & Trail Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 07/08 **ESTIMATED COMPLETION:** FY 17/18
NEXUS AMOUNT: 13% \$ 1,705,829
** Based on total project costs, including Caltrans' expenditures*



PROJECT DESCRIPTION:
 Fund engineering, environmental review, permitting and construction for a pedestrian/bicycle tunnel under the Union Pacific Railroad (UPRR) tracks. Remaining expenses for plant establishment and monitoring.

REASON FOR OR BENEFITS OR PROJECT:
 Determine optimal road geometry through this corridor. Improve pedestrian and bicycle safety.

OPERATIONAL COST IMPACTS
 Ongoing maintenance expense (\$15,000 per mile annually). The budget for this maintenance has been incorporated into the Trails Maintenance Division section of this budget.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Truckee - STIP/RIP Funds	\$ 3,131,020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,131,020
Traffic Impact Fees Fund	\$ 486,762	\$ 40,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 501,762
SAFETEA/HPLU Funds	\$ 1,898,425	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,898,425
SHOPP Funds	\$ 4,400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,400,000
TIGER Funds	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
General Fund	\$ 95,422	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 95,422
TOTAL:	\$ 11,511,628	\$ 40,000	\$ 15,000	\$ -	\$ 11,526,628					

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years' Expenditures	\$ 11,511,628	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,511,628
Construction	\$ -	\$ 40,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Construction Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL:	\$ 11,511,628	\$ 40,000	\$ 15,000	\$ -	\$ 11,526,628					

PROPOSED

Truckee River Trail Phase 4

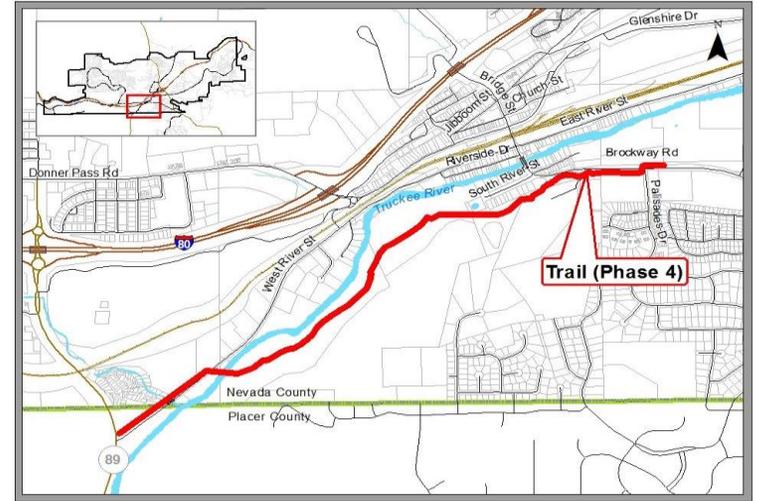
C0702

PROJECT CATEGORY: Bicycle Path & Trail Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 15/16 **ESTIMATED COMPLETION:** FY 19/20

PROJECT DESCRIPTION:
 Perform environmental analysis, engineering and construction of Phase 4 of the Truckee River Trail. Construction timing will be largely dependent on land owner cooperation and right-of-way acquisition. Measure R Sales Tax (Trails) Fund dollars will provide a majority of the funding for the design of this project as well as some construction costs. By completing the design work on the project, the Town makes this project more competitive for grants.

REASON FOR OR BENEFITS OR PROJECT:
 Trail provides transportation route and recreational facility.

OPERATIONAL COST IMPACTS
 Ongoing trail maintenance expense once trail is constructed.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Measure R Sales Tax Fund	\$ 249,433	\$ 1,067,000	\$ 250,000	\$ 817,000	\$ 1,802,230	\$ 2,000,000	\$ -	\$ -	\$ -	\$ 5,118,663
Unfunded Grant Source	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000	\$ 3,000,000	\$ -	\$ -	\$ -	\$ 6,000,000
TOTAL:	\$ 249,433	\$ 1,067,000	\$ 250,000	\$ 817,000	\$ 4,802,230	\$ 5,000,000	\$ -	\$ -	\$ -	\$ 11,118,663

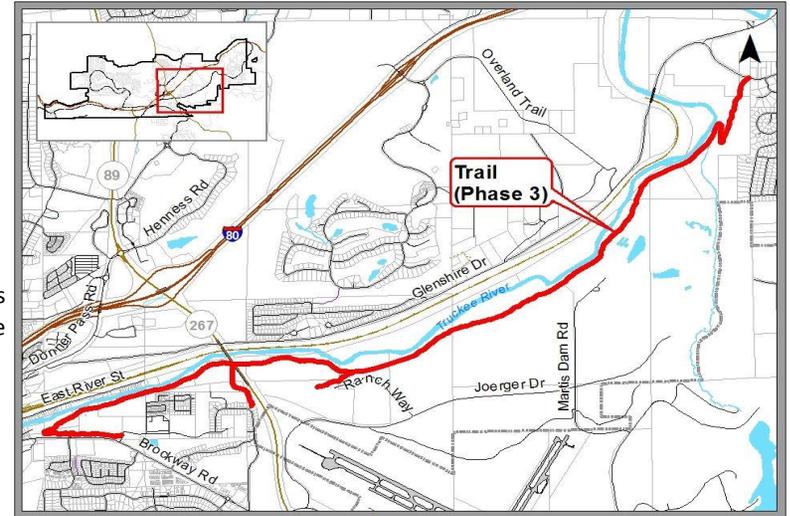
EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years' Expenditures	\$ 249,433	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 249,433
Design & Right-of-Way	\$ -	\$ 1,067,000	\$ 250,000	\$ 817,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,067,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ 4,802,230	\$ 5,000,000	\$ -	\$ -	\$ -	\$ 9,802,230
TOTAL:	\$ 249,433	\$ 1,067,000	\$ 250,000	\$ 817,000	\$ 4,802,230	\$ 5,000,000	\$ -	\$ -	\$ -	\$ 11,118,663

PROPOSED

Truckee River Trail Phase 3

C0703

PROJECT CATEGORY: Bicycle Path & Trail Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 05/06 **ESTIMATED COMPLETION:** FY 14/15
MONITORING COMPLETION: FY 20/21



PROJECT DESCRIPTION:
 Construction of Phase 3A was completed in 2010. Construction of Phase 3B was completed in 2014. Wetlands monitoring for Phase 3B is now complete. Staff will continue to monitor the vegetation establishment adjacent to the Tahoe Truckee Sanitation Agency plant for the next three years

REASON FOR OR BENEFITS OR PROJECT:
 Provides transportation route and recreational facility.

OPERATIONAL COST IMPACTS
 Ongoing maintenance expense (\$15,000 per mile annually). The budget for this maintenance has been incorporated into the Trails Maintenance Division section of this budget.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Glenshire TSSA Fund	\$ 1,032,625	\$ 15,000	\$ 15,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	\$ -	\$ -	\$ 1,056,625
General Fund	\$ 635,755	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 635,755
Grant Funds	\$ 3,506,317	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,506,317
RSTP Funds	\$ 49,761	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 49,761
Truckee Trails Foundation	\$ 13,640	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,640
Truckee Donner Rec & Park	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,000
TOTAL:	\$ 5,303,099	\$ 15,000	\$ 15,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	\$ -	\$ -	\$ 5,327,099

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years' Expenditures	\$ 5,303,099	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,303,099
Monitoring	\$ -	\$ 15,000	\$ 15,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	\$ -	\$ -	\$ 24,000
TOTAL:	\$ 5,303,099	\$ 15,000	\$ 15,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	\$ -	\$ -	\$ 5,327,099

PROPOSED

Truckee River Legacy Trail - Glenshire Trailhead

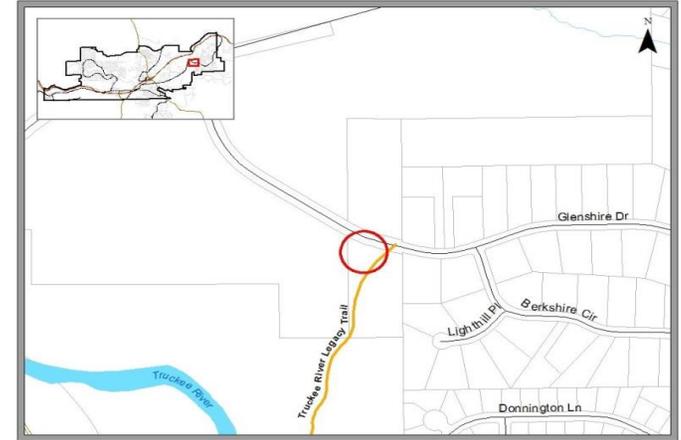
C1413

PROJECT CATEGORY: Bicycle Path & Trail Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 14/15 **ESTIMATED COMPLETION:** FY 18/19

PROJECT DESCRIPTION:
 Construct paved parking area and potential restroom at the Truckee River Legacy Trail Glenshire Trailhead.

REASON FOR OR BENEFITS OR PROJECT:
 Improve accessibility to the Truckee River Legacy Trail.

OPERATIONAL COST IMPACTS
 Ongoing snow removal and pavement maintenance.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
River Parkways Grant	\$ 265,755	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 265,755
General Fund	\$ 70,932	\$ 3,125	\$ 3,125	\$ 3,125	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 77,182
Glenshire TSSA Fund	\$ 70,932	\$ 3,125	\$ 3,125	\$ 3,125	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 77,182
TOTAL:	\$ 407,618	\$ 6,250	\$ 6,250	\$ 6,250	\$ -	\$ 420,118				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years' Expenditures	\$ 407,618	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 407,618
Monitoring	\$ -	\$ 6,250	\$ 6,250	\$ 6,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,500
TOTAL:	\$ 407,618	\$ 6,250	\$ 6,250	\$ 6,250	\$ -	\$ 420,118				

PROPOSED

PROJECT CATEGORY: Facilities Project

RESPONSIBLE DEPARTMENT: Public Works - Facilities

PROJECT BEGIN DATE: Ongoing **ESTIMATED COMPLETION:** Ongoing

PROJECT DESCRIPTION:

C0502-1401 Town Hall Updates -
 FY 18/19: Replace front airlock and entry double doors (\$20,000). Correct the remodel in the Admin Space (\$20,000).
C0502-1408 Town Hall Carpeting -
 FY 17/18: The FY 17/18 budget for this item included \$33,000 to replace end-of-life carpeting in the space that was remodelled during the year (as part of C1714) to provide a useable space for new tenants. To better track the total cost of upgrading that space, this funding was moved into the leasehold improvement project.
C0502-1409 Town Hall Facility & Equipment Repair & Maintenance -
 Miscellaneous repair and maintenance of Town Hall facility and equipment (\$20,000/FY).
 FY 20/21: Exterior paint for the Town Hall facility (\$50,000).
C0502-1410 Town Hall Parking Lot -
 FY20/21: Crack filling and resealing the asphalt in the Town Hall Parking lot (\$25,000).
C0503 Depot -
 FY 18/19: Replace carpet in the California Welcome Center and Amtrak waiting area with more durable simulated hardwood flooring (\$30,000).

C0503 Depot (cont'd) -
 FY 19/20: Replace curb and fending on the backside of the Depot (\$20,000).
 FY 20/21: Crack filling and resealing the asphalt (\$20,000).
C0504 Tahoe Donner Shop -
 FY 20/21: Crack filling and resealing of asphalt (\$10,000).
C0510 Public Service Center Facility -
 FY 18/19: Exterior stain for the Public Service Center (\$15,000).
 FY 20/21: Resurface shop floors (\$20,000), crack fill and reseal the asphalt in the parking lots and yard areas (\$45,000).
C0511 Animal Shelter -
 FY 18/19 & FY 22/23: Exterior stain on Animal Shelter (\$15,000 per year).
 FY 20/21: Crack fill and reseal the asphalt in front, side and rear parking areas (\$5,000).

REASON FOR OR BENEFITS OR PROJECT:

Various items (listed above) have deteriorated and are in need of repair and/or replacement.

OPERATIONAL COST IMPACTS

Long-term reduction in costs of maintenance.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ 1,159,355	\$ 505,000	\$ 487,550	\$ 104,250	\$ 31,750	\$ 195,000	\$ 20,000	\$ 85,000		\$ 2,082,905
Private Contributions	\$ -	\$ 15,000	\$ 8,250	\$ 15,750	\$ 8,250	\$ -	\$ -	\$ -		\$ 32,250
COPS	\$ 3,557	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 3,557
TOTAL:	\$ 1,162,912	\$ 520,000	\$ 495,800	\$ 120,000	\$ 40,000	\$ 195,000	\$ 20,000	\$ 85,000	Ongoing	\$ 2,118,712

PROPOSED

PROJECT CATEGORY: Facilities Project

RESPONSIBLE DEPARTMENT: Public Works - Facilities

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years' Expenditures	\$ 1,162,912	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 1,162,912
C0502-1401 Town Hall Updates	\$ -	\$ 360,000	\$ 360,000	\$ 40,000	\$ -	\$ -	\$ -	\$ 35,000		\$ 435,000
C0502-1406 Town Hall Concrete	\$ -	\$ -	\$ 36,000	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 36,000
C0502-1408 Town Hall Carpeting	\$ -	\$ 45,000	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 12,000
C0502-1409 Town Hall Repair & Maintenance	\$ -	\$ 20,000	\$ 5,600	\$ 20,000	\$ 20,000	\$ 70,000	\$ 20,000	\$ 20,000		\$ 155,600
C0502-1410 Town Hall Parking Lot	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -		\$ 25,000
C0503 Depot	\$ -	\$ -	\$ -	\$ 30,000	\$ 20,000	\$ 20,000	\$ -	\$ -		\$ 70,000
C0504 Tahoe Donner Shop	\$ -	\$ 20,000	\$ 18,000	\$ -	\$ -	\$ 10,000	\$ -	\$ -		\$ 28,000
C0510 Public Service Center	\$ -	\$ 15,000	\$ 14,700	\$ 15,000	\$ -	\$ 65,000	\$ -	\$ 15,000		\$ 109,700
C0511 Animal Shelter	\$ -	\$ 60,000	\$ 49,500	\$ 15,000	\$ -	\$ 5,000	\$ -	\$ 15,000		\$ 84,500
TOTAL:	\$ 1,162,912	\$ 520,000	\$ 495,800	\$ 120,000	\$ 40,000	\$ 195,000	\$ 20,000	\$ 85,000	Ongoing	\$ 2,118,712

PROPOSED

PROJECT CATEGORY: Facilities Project

RESPONSIBLE DEPARTMENT: Town Clerk & Communications

PROJECT BEGIN DATE: FY 14/15 **ESTIMATED COMPLETION:** Ongoing

PROJECT DESCRIPTION:
Updates to Council Chambers audio visual equipment and lighting.

REASON FOR OR BENEFITS OR PROJECT:

The Cable TV franchise agreement provides approximately \$25,000 annually that can be used to upgrade governmental TV equipment. Only capital expenditures are allowed for this funding source. The Council Chamber upgrades completed in FY 17/18 included mounting of a second large screen monitor on the right side of the dais as well as patching and repairing of the walls behind the monitors. Staff has some minor modifications planned for FY 18/19 including a desk or shelf, and an equipment rack. The amounts included for after FY 22/23 are a placeholder for a probably update. Updates are needed approximately every five years.

OPERATIONAL COST IMPACTS

None.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
PEG Fund	\$ 59,268	\$ 15,000	\$ 20,000	\$ 4,500	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 108,768
TOTAL:	\$ 59,268	\$ 15,000	\$ 20,000	\$ 4,500	\$ -	\$ -	\$ -	\$ -	Ongoing	108,768

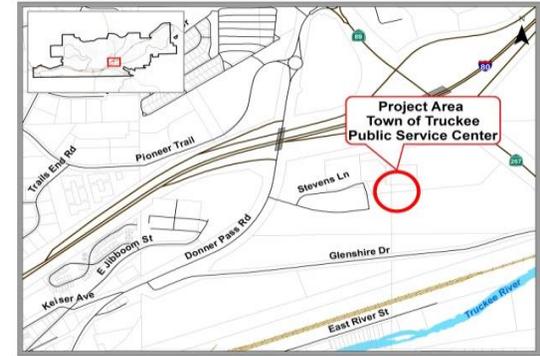
EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years' Expenditures	\$ 59,268	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 59,268
AV System Upgrades	\$ -	\$ 15,000	\$ 20,000	\$ 4,500	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 49,500
TOTAL:	\$ 59,268	\$ 15,000	\$ 20,000	\$ 4,500	\$ -	\$ -	\$ -	\$ -	Ongoing	\$ 108,768

PROPOSED

Public Service Center Garage

C1609

PROJECT CATEGORY: Facilities Project
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 17/18 **ESTIMATED COMPLETION:** FY 18/19



PROJECT DESCRIPTION:
 Update the design and construct new public works maintenance garages, public works facilities maintenance building, and police evidence storage buildings on the Public Service Center property on Stevens Lane. This project proposes to add two new buildings in the Public Service Center, a two story building approximately 19,300 square feet and the other with 16,500 square feet of space (35,800 total square feet).

REASON FOR OR BENEFITS OR PROJECT:

The new evidence storage space for police will allow a centralized area for Facilities maintenance activities. Storage for the Public Works maintenance vehicles will improve service and cost savings will result in less staff time removing snow from parked vehicles and reduce maintenance delays and repair costs associated with vehicles being parked outside. This will also include an indoor heated work space for Public Works personnel at a central location. This also allows the transfer of all uses of the Old Corp Yard on Riverview to the new Public Service Center, freeing up the Old Corp Yard for eventual reuse.

OPERATIONAL COST IMPACTS

The project would add two additional buildings to the Public Service Center for maintenance and utilities, estimated at \$75,000/year. Annual debt service payments will be included in the General Fund budget and are estimated to be \$375,000 per year for a 20-year bond financing term. The bond financing is expected to cost the Town \$4.8 million dollars in interest costs over the life of the bond.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Facilities Impact Fees - General Government	\$ -	\$ 466,000	\$ 350,000	\$ 422,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 772,000
Facilities Impact Fees - Law Enforcement	\$ -	\$ 234,000	\$ 175,000	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Facilities Improvement Designation	\$ -	\$ -	\$ -	\$ 1,300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,300,000
Bond Financing	\$ -	\$ 1,210,000	\$ -	\$ 6,045,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,045,000
TOTAL:	\$ -	\$ 1,910,000	\$ 525,000	\$ 7,892,000	\$ -	\$ 8,417,000				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years' Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ 200,000	\$ 315,000	\$ 55,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 370,000
Construction Management	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Construction	\$ -	\$ 1,500,000	\$ -	\$ 7,240,075	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,240,075
Underwriting/Issuance Costs	\$ -	\$ 210,000	\$ 210,000	\$ 496,925	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 706,925
TOTAL:	\$ -	\$ 1,910,000	\$ 525,000	\$ 7,892,000	\$ -	\$ 8,417,000				

Parking District Parking Lot Purchase

C1706

PROJECT CATEGORY: Facilities Project

RESPONSIBLE DEPARTMENT: Public Safety - Parking

PROJECT BEGIN DATE: FY 17/18 **ESTIMATED COMPLETION:** FY 17/18

PROJECT DESCRIPTION:

Provides for the purchase of land easements from the Union Pacific Railroad and/or other land purchases associated with the strategic infrastructure planning of the Parking District. Half of the funding for this purchase is in the form of a loan from the General Fund, which the Parking District will start to repay in FY 19/20.

REASON FOR OR BENEFITS OR PROJECT:

The purchase will provide total control over operations and eliminate lease payment to current lease holders. Purchase of the additional easements/land will also establish additional parking spaces within the downtown parking district for both employees and customers.

OPERATIONAL COST IMPACTS

The additional staff costs required to monitor this parking lot are expected to be recovered through additional revenue collected in the form of parking fees.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Parking Fund	\$ -	\$ 500,000	\$ -	\$ 385,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 385,000
General Fund	\$ -	\$ 500,000	\$ -	\$ 385,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 385,000
TOTAL:	\$ -	\$ 1,000,000	\$ -	\$ 770,000	\$ -	\$ 770,000				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Parking Lot Purchase/Easement	\$ -	\$ 1,000,000	\$ -	\$ 770,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 770,000
TOTAL:	\$ -	\$ 1,000,000	\$ -	\$ 770,000	\$ -	\$ 770,000				

PROPOSED

Town Hall Lease Space Remodel

C1714

PROJECT CATEGORY: Facilities Project

RESPONSIBLE DEPARTMENT: Public Works - Facilities

PROJECT BEGIN DATE: FY 17/18 **ESTIMATED COMPLETION:** FY 17/18

PROJECT DESCRIPTION:

Remodel of approximately 4,200 square feet of space in Town Hall in order to provide lease space to the specification of CalTrans and the Truckee Donner Chamber of Commerce. Because CalTrans is a State entity there was additional work that needed to be completed to improve the safety of the space. Caltrans will be reimbursing the Town for the work needed to complete those improvements. The original budget adopted for C0502 for FY 17/18 included \$33,000 for carpet replacements in this are of Town Hall. This funding has been moved into this project to better track the total cost put into this space. The total cost of this project will be capitalized at year-end as shown on the Town's consolidated balance sheet and having all costs in one place facilitates this process.

REASON FOR OR BENEFITS OR PROJECT:

Improved utilization of previously underutilized areas of Town Hall.

OPERATIONAL COST IMPACTS

Approximately \$100,000 per year of increased lease revenue to the Town.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ -	\$ 250,000	\$ 285,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 285,000
General Fund (from C0502-1408)	\$ -	\$ -	\$ 33,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33,000
Private Contributions	\$ -	\$ -	\$ 52,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 52,000
TOTAL:	\$ -	\$ 250,000	\$ 370,000	\$ -	\$ 370,000					

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Construction Costs	\$ -	\$ 250,000	\$ 285,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 285,000
Carpet Replacement	\$ -	\$ -	\$ 33,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33,000
CalTrans Safety Improvements	\$ -	\$ -	\$ 52,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 52,000
TOTAL:	\$ -	\$ 250,000	\$ 370,000	\$ -	\$ 370,000					

PROPOSED

Transit Shelter Replacement

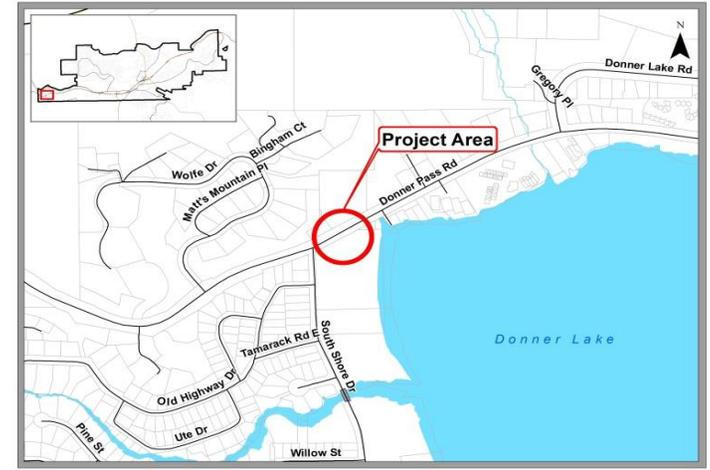
C1819

PROJECT CATEGORY: Facilities Project
RESPONSIBLE DEPARTMENT: Public Works - Transit
PROJECT BEGIN DATE: FY 18/19 **ESTIMATED COMPLETION:** FY 18/19

PROJECT DESCRIPTION:
 The project will replace the transit shelter located on Donner Pass Road at South Shore Drive that is beyond its useful life.

REASON FOR OR BENEFITS OR PROJECT:
 Improve the transit facility infrastructure, enhance the rider's experience, improve safety and for American's with Disabilities (ADA) compliance.

OPERATIONAL COST IMPACTS
 There should be no operation cost impacts since maintenance is currently conducted at this location.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
SB1 Programmatic Funding	\$ -	\$ -	\$ -	\$ 137,780	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 137,780
TOTAL:	\$ -	\$ -	\$ -	\$ 137,780	\$ -	\$ 137,780				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Construction	\$ -	\$ -	\$ -	\$ 137,780	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 137,780
TOTAL:	\$ -	\$ -	\$ -	\$ 137,780	\$ -	\$ 137,780				

PROPOSED

West River Street Site Redevelopment

C1817

PROJECT CATEGORY: Facilities Project

RESPONSIBLE DEPARTMENT: Economic Development

PROJECT BEGIN DATE: FY 16/17

ESTIMATED COMPLETION: FY 19/20

PROJECT DESCRIPTION:

Design and construction of a riverfront open space park (site work, landscaping, hard scaping, and site fixtures) site of former Nevada County Corp Yard. Project includes initial site work and grading to accommodate river-oriented commercial development components. Commercial development utilities and vertical construction are anticipated to be financed and constructed by commercial developers. A portion of the general fund investment may be offset by grant funding. Additionally, deal structure with commercial development component anticipated to offset a portion of the Town's initial investment in the project.

REASON FOR OR BENEFITS OR PROJECT:

Improve public river access opportunities and provide catalyst for river-front district improvements. Commercial development component will activate site and help offset Town's investment.

OPERATIONAL COST IMPACTS

Ongoing park maintenance expenses once constructed.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ 8,389	\$ -	\$ 14,250	\$ 120,000	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -	\$ 1,342,639
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
TOTAL:	\$ 8,389	\$ -	\$ 14,250	\$ 120,000	\$ 2,200,000	\$ -	\$ -	\$ -	\$ -	\$ 2,342,639

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Design	\$ 8,389	\$ -	\$ 14,250	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 142,639
Construction	\$ -	\$ -	\$ -	\$ -	\$ 2,200,000	\$ -	\$ -	\$ -	\$ -	\$ 2,200,000
TOTAL:	\$ 8,389	\$ -	\$ 14,250	\$ 120,000	\$ 2,200,000	\$ -	\$ -	\$ -	\$ -	\$ 2,342,639

PROPOSED

Mclver Dairy Site Implementation

C1907

PROJECT CATEGORY: Facilities Project

RESPONSIBLE DEPARTMENT: Community Development - Planning

PROJECT BEGIN DATE: FY 19/20 **ESTIMATED COMPLETION:** FY 19/20

PROJECT DESCRIPTION:

The Mclver Dairy site use will need to be completed in order to determine the appropriate use for this site. The result of that study will be a recommended alternative for the future use of the Mclver Dairy site and may include infrastructure projects (i.e. parking lot, trails, boardwalks) which will be brought to Town Council for direction. Currently that future work is unfunded, and this CIP is a placeholder for that future work, if directed by Council to proceed.

REASON FOR OR BENEFITS OF PROJECT:

The Mclver Dairy site provides opportunities for historic interpretation and open space use that could enhance the community in value in the site.

OPERATIONAL COST IMPACTS

Will be identified after the current study is completed.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Planning and Design	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000

PROPOSED

Energy Efficiency Initiatives

C1910

PROJECT CATEGORY: Facilities Project

RESPONSIBLE DEPARTMENT: Public Works - Facilities

PROJECT BEGIN DATE: FY 18/19 **ESTIMATED COMPLETION:** Ongoing

PROJECT DESCRIPTION:

This project provides funding for ongoing initiatives to promote energy efficiency in Town owned and operated facilities. Staff will devote this money to exploring projects and determining the feasibility of different activities, which could include partnering with the Humane Society of Truckee Tahoe to install solar panels and the Animal Shelter (\$30,000/year).

FY 18/19 Specific Projects: Replacement of an aging boiler system and circulation pumps at the Depot location (\$65,000). Replace the heat exchange system at Town Hall (\$55,000). Change to 3-way valves for the heat pumps at Town Hall (\$12,000).

REASON FOR OR BENEFITS OR PROJECT:

By dedicating funding for the exploration and execution of such projects, staff will set an example of the importance of pursuing energy efficiency and sustainable building operations for Town constituents and businesses. Additionally, switching to more energy efficient options, the Town can potentially reduce utility costs.

OPERATIONAL COST IMPACTS

Specific operational impacts will be determined based on specific projects pursued.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ -	\$ -	\$ -	\$ 162,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000		\$ 282,000
TOTAL:	\$ -	\$ -	\$ -	\$ 162,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	Ongoing	\$ 282,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Miscellaneous Projects	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000		\$ 150,000
Town Hall Projects	\$ -	\$ -	\$ -	\$ 67,000	\$ -	\$ -	\$ -	\$ -		\$ 67,000
Depot Projects	\$ -	\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ -		\$ 65,000
TOTAL:	\$ -	\$ -	\$ -	\$ 162,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	Ongoing	\$ 282,000

PROPOSED

Information Technology Equipment

C0105

PROJECT CATEGORY: Miscellaneous Projects

RESPONSIBLE DEPARTMENT: Administrative Services - IT

PROJECT BEGIN DATE: Ongoing **ESTIMATED COMPLETION:** Ongoing

PROJECT DESCRIPTION:

A portion of the charges of this project are allocated to enterprise funds via an administrative overhead charge.

FY 17/18: Server replacements (\$10,000); upgrade Microsoft Office (\$70,000); Microsoft email server upgrade (\$10,000); exchange migration consulting (\$20,000); miscellaneous software (\$20,000); replace end-of-life firewalls (\$17,000); miscellaneous phone equipment and services (\$2,000); IT strategic plan consultation services (\$60,000); uninterruptible power supply replacement batteries (\$2,000).

FY 18/19: Server replacements (\$20,000); file server and SQL upgrades (\$30,000); miscellaneous software (\$20,000); disaster recovery reassessments with Town staff for business continuity (\$30,000); networking equipment and 2nd firewall at Corp Yard (\$20,000); miscellaneous phone equipment or services (\$5,000); implement findings from IT Strategic Plan (\$60,000); UPS batteries (\$5,000).

FY 19/20: Server replacements (\$10,000); miscellaneous software (\$15,000); SAN replacement of end-of-life hardware (\$205,000); miscellaneous network equipment (\$10,000); miscellaneous phone equipment and services (\$2,000); implement further findings from IT Strategic Plan (\$15,000); UPS batteries (\$5,000).

FY 20/21: Server replacements (\$20,000); miscellaneous software (\$15,000); updates to the Town's Disaster Recover Plan (\$30,000); miscellaneous phone equipment and services (\$55,000); implement further findings of the IT Strategic Plan (\$30,000); UPS batteries (\$5,000).

FY 21/22: Server replacements (\$20,000); miscellaneous software (\$25,000); updates to the Disaster Recovery Plan (\$15,000); replace end-of-life switches (\$60,000); miscellaneous network equipment (\$20,000); miscellaneous phone equipment or services (\$2,000); adjustments to the IT Strategic Plan (\$50,000); UPS batteries (\$5,000).

FY 22/23: Server replacements (\$10,000); miscellaneous software (\$20,000); updates to the Disaster Recovery Plan (\$25,000); network equipment (\$10,000); miscellaneous phone equipment or services (\$5,000); adjustments to the IT Strategic Plan (\$60,000); UPS batteries (\$5,000).

REASON FOR OR BENEFITS OR PROJECT:

To improve and maintain the Town-wide automation.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ 677,605	\$ 211,000	\$ 197,000	\$ 190,000	\$ 262,000	\$ 155,000	\$ 177,000	\$ 135,000		\$ 1,793,605
TOTAL:	\$ 677,605	\$ 211,000	\$ 197,000	\$ 190,000	\$ 262,000	\$ 155,000	\$ 177,000	\$ 135,000	Ongoing	\$ 1,793,605

PROPOSED

Information Technology Equipment

C0105

PROJECT CATEGORY: Miscellaneous Projects

RESPONSIBLE DEPARTMENT: Administrative Services - IT

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years' Expenditures	\$ 677,605	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 677,605
Servers	\$ -	\$ 10,000	\$ 15,000	\$ 50,000	\$ 10,000	\$ 20,000	\$ 20,000	\$ 10,000		\$ 125,000
Software	\$ -	\$ 120,000	\$ 100,000	\$ 20,000	\$ 15,000	\$ 15,000	\$ 25,000	\$ 20,000		\$ 195,000
Disaster Recovery Plan	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ 30,000	\$ 15,000	\$ 25,000		\$ 100,000
Storage Attached Networks (SAN)	\$ -	\$ -	\$ -	\$ -	\$ 205,000	\$ -	\$ -	\$ -		\$ 205,000
Routers/Network Equipment	\$ -	\$ 17,000	\$ 20,000	\$ 20,000	\$ 10,000	\$ -	\$ 60,000	\$ 10,000		\$ 120,000
Phone System	\$ -	\$ 2,000	\$ 1,500	\$ 5,000	\$ 2,000	\$ 55,000	\$ 2,000	\$ 5,000		\$ 70,500
IT Strategic Plan	\$ -	\$ 60,000	\$ 60,000	\$ 60,000	\$ 15,000	\$ 30,000	\$ 50,000	\$ 60,000		\$ 275,000
UPS Batteries	\$ -	\$ 2,000	\$ 500	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000		\$ 25,500
TOTAL:	\$ 677,605	\$ 211,000	\$ 197,000	\$ 190,000	\$ 262,000	\$ 155,000	\$ 177,000	\$ 135,000	Ongoing	\$ 1,793,605

PROPOSED

Town Hall Office Equipment

C0107

PROJECT CATEGORY: Miscellaneous Projects

RESPONSIBLE DEPARTMENT: Administrative Services - IT

PROJECT BEGIN DATE: Ongoing **ESTIMATED COMPLETION:** Ongoing

PROJECT DESCRIPTION:

FY 17/18: Replacement of copy machines in Administrative Services Department, Police Department, Public Works Department, the production room and the Building division which are end-of-life. All replacements will continue to be re-evaluated based upon condition at scheduled replacement date and on-going maintenance costs.

FY 19/20: Staff and Humane Society will consider replacement of the copier that is shared by Animal Services and Humane Society.

FY 21/22: Staff will consider the replacement of the large format printer/plotter.

FY 22/23: Staff will examine the town-wide copier needs (including Animal Services) for replacements.

REASON FOR OR BENEFITS OR PROJECT:

Minimize operating costs through strategic replacement and/or maintenance of equipment, therefore creating operation efficiencies.

OPERATIONAL COST IMPACTS

Reduce maintenance costs associated with aged machines.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ 50,236	\$ 38,000	\$ 34,794	\$ -	\$ 5,000	\$ -	\$ 20,000	\$ 40,000		\$ 150,030
Building & Safety Fund	\$ 8,756	\$ 8,000	\$ 7,657	\$ -	\$ -	\$ -	\$ -	\$ 10,000		\$ 26,413
COPS Fund	\$ -	\$ 15,000	\$ 9,707	\$ -	\$ -	\$ -	\$ -	\$ 15,000		\$ 24,707
Private Contributions	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -		\$ 5,000
TOTAL:	\$ 58,992	\$ 61,000	\$ 52,158	\$ -	\$ 10,000	\$ -	\$ 20,000	\$ 65,000	Ongoing	\$ 206,150

* The private contribution is from the Humane Society of Truckee-Tahoe

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years' Expenditures	\$ 58,992	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 58,992
Servers	\$ -	\$ 61,000	\$ 52,158	\$ -	\$ 10,000	\$ -	\$ 20,000	\$ 65,000		\$ 147,158
TOTAL:	\$ 58,992	\$ 61,000	\$ 52,158	\$ -	\$ 10,000	\$ -	\$ 20,000	\$ 65,000	Ongoing	\$ 206,150

PROPOSED

Police Department Communication & Safety Equipment

C1208

PROJECT CATEGORY: Miscellaneous Projects

RESPONSIBLE DEPARTMENT: Public Safety - Patrol

PROJECT BEGIN DATE: Ongoing **ESTIMATED COMPLETION:** Ongoing

PROJECT DESCRIPTION:

Safety Equipment Replacements: None anticipated in FY 18/19.

Communication Equipment Replacement: Estimated costs through FY 22/23 include, but are not limited to the replacement of surface tablets, iPads, iPhones (all lumped into Smart Communication). An additional \$8,000 has been included in this line for FY 18/19 to replace the inOcar modems that grant internet access to the MDT's. This program includes equipment, video storage, upgrade replacements, and warranty services.

The PD radio infrastructure is being replaced during FY 17/18. The project was originally scheduled to be completed over the next three years, however the Town Council approved a budget amendment allowing for all equipment to be purchased and installed in FY 17/18, which led to cost savings. Items being replaced include voter sites and transmitter sites.

REASON FOR OR BENEFITS OR PROJECT:

Communications and safety products continue to evolve. The listed items are reaching their useful lifespan and will require replacement.

OPERATIONAL COST IMPACTS

None.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ 192,576	\$ 286,000	\$ 286,000	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 478,576
COPS Fund	\$ 119,100	\$ 40,000	\$ 40,000	\$ 37,320	\$ 32,932	\$ 33,544	\$ 43,156	\$ 43,768		\$ 349,820
TOTAL:	\$ 311,677	\$ 326,000	\$ 326,000	\$ 37,320	\$ 32,932	\$ 33,544	\$ 43,156	\$ 43,768	Ongoing	\$ 828,397

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years' Expenditures	\$ 311,677	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 311,677
In-Car MDC Units	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 10,000	\$ 10,000		\$ 30,000
Smart Communications	\$ -	\$ 10,000	\$ 10,000	\$ 15,000	\$ 5,000	\$ 5,000	\$ 9,000	\$ 9,000		\$ 53,000
On-officer Camera System	\$ -	\$ 21,000	\$ 21,000	\$ 22,320	\$ 22,932	\$ 23,544	\$ 24,156	\$ 24,768		\$ 138,720
Tasers & Associated Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Radio Infrastructure Equipment	\$ -	\$ 295,000	\$ 295,000	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 295,000
TOTAL:	\$ 311,677	\$ 326,000	\$ 326,000	\$ 37,320	\$ 32,932	\$ 33,544	\$ 43,156	\$ 43,768	Ongoing	\$ 828,397

PROPOSED

Woodstove Replacement Program	C1509
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PROJECT CATEGORY: Miscellaneous Projects

RESPONSIBLE DEPARTMENT: Community Development - Planning

PROJECT BEGIN DATE: FY 15/16 **ESTIMATED COMPLETION:** FY 20/21

PROJECT DESCRIPTION:

Creation and implementation of a Woodstove Replacement Program to provide financial incentives to Truckee homeowners to replace non-compliant woodstoves with either new non-wood heating sources or EPA certified woodstoves. \$64,000 has been allocated to this program and once funding has been exhausted, the program will discontinue. The program is \$600 for replacement with a EPA Phase II compliant wood stove or \$1,000 for replacement of a non-solid fuel burning device (gas or electric).

REASON FOR OR BENEFITS OR PROJECT:

The Town has adopted an Air Quality Management Plan, and a component of the air-shed particulate matter, primarily in the winter months, involves non-compliant solid fuel burning devices. This program would incentivize the removal of those devices, ultimately resulting in improved air quality.

OPERATIONAL COST IMPACTS

None.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Air Quality Mitigation Fund	\$ 16,423	\$ 15,000	\$ 13,400	\$ 15,000	\$ 15,000	\$ 4,177	\$ -	\$ -	\$ -	\$ 64,000
TOTAL:	\$ 16,423	\$ 15,000	\$ 13,400	\$ 15,000	\$ 15,000	\$ 4,177	\$ -	\$ -	\$ -	\$ 64,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Replacement Program	\$ 16,423	\$ 15,000	\$ 13,400	\$ 15,000	\$ 15,000	\$ 4,177	\$ -	\$ -	\$ -	\$ 64,000
TOTAL:	\$ 16,423	\$ 15,000	\$ 13,400	\$ 15,000	\$ 15,000	\$ 4,177	\$ -	\$ -	\$ -	\$ 64,000

PROPOSED

Climate Action Activities

C1510

PROJECT CATEGORY: Miscellaneous Projects

RESPONSIBLE DEPARTMENT: Community Development - Planning

PROJECT BEGIN DATE: FY 15/16 **ESTIMATED COMPLETION:** FY 18/19

PROJECT DESCRIPTION:

This project originally included funding for the development of a Climate Action Plan (CAP). Since the CAP has been rolled into the 2040 General Plan Update, C1903, this project will now fund activities that promote renewable energy, energy efficiency, source reduction, resource conservation and restoration, and a healthy community to "Keep Truckee Green". This project would fund part of an AmeriCorps Civic Spark fellow for FY 18/19 (split with Solid Waste) and a consultant-led energy efficiency audit and renewable energy opportunities. Additionally, staff is pursuing a grant for the purchase of a plug-in electric vehicle (EV) for staff use on Town business and an EV charging station with public-use chargers located at Town Hall. This grant may have a General Fund match requirement. This project is in-line with Council priorities for 2018.

REASON FOR OR BENEFITS OR PROJECT:

The project previously supported work towards developing a CAP, however that will be rolled into the 2040 General Plan Update, C1903.

OPERATIONAL COST IMPACTS

Future operation impacts will be determined based on the results of the study. Those costs will be included in a new project.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ 35,000	\$ 30,000	\$ 46,500	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 151,500
Unfunded Grant Source	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
TOTAL:	\$ 35,000	\$ 30,000	\$ 46,500	\$ 170,000	\$ -	\$ 251,500				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Period Expenses	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000
Plan Preparation	\$ -	\$ 30,000	\$ 46,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 46,500
Activities	\$ -	\$ -	\$ -	\$ 55,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 55,000
Civic Spark Fellow	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000
EV Station & Vehicle (Grant funded)	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
TOTAL:	\$ 35,000	\$ 30,000	\$ 46,500	\$ 170,000	\$ -	\$ 251,500				

PROPOSED

Aquatic Invasive Species Watercraft Inspection Program

C1513

PROJECT CATEGORY: Miscellaneous Projects

RESPONSIBLE DEPARTMENT: Public Safety - Support Services

PROJECT BEGIN DATE: FY 15/16 **ESTIMATED COMPLETION:** FY 17/18

PROJECT DESCRIPTION:

Program funded through watercraft inspection fees as well as CDBW grant funds. Town was awarded an additional \$400,000 grant through CDBW to fund the program through April 2018. The Town will not expense a large portion of the grant funding before the April 2018 deadline. A new grant application period opens up in April 2018 and the Town will be applying for funding totalling \$400,000 for operation costs and planning, design and construction of a new watercraft inspection location. An allocation of \$250,000 of the current grant is in this CIP which is for the design and construction of a semi-permanent watercraft inspection location. The remaining \$150,000 in grant revenue will be allocated over the next two years in the operations budget.

REASON FOR OR BENEFITS OR PROJECT:

Establishment of a regional watercraft inspection station will help to prevent the introduction of aquatic invasive species in area water bodies.

OPERATIONAL COST IMPACTS

Program funded through watercraft inspection fees as well as California Department of Boating and Waterways (CDBW) grant funds. Town was awarded an additional \$400,000 grant through CDBW to fund the program April 2016 through April 2018. The Town will not expense a large portion of the grant funding before the April 2018 deadline. A new grant application period opens in April 2018 and the Town will be applying for funding totalling \$400,000 for operation costs and for planning, design and construction costs associated with the establishment and operation of a new watercraft inspection location. An allocation of \$250,000 of the anticipated grant revenue funds in this CIP budget will be for design and construction of a semi-permanent watercraft inspection station. The remaining \$150,000 in anticipated grant revenue will be allocated over the next two years in the operations budget.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
CDBW Grant	\$ 3,364	\$ 246,532	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 253,364
General Fund	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Unfunded	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
TOTAL:	\$ 3,364	\$ 246,532	\$ 10,000	\$ 1,250,000	\$ -	\$ 1,263,364				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years Expenses	\$ 3,364	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,364
Planning & Design	\$ -	\$ 1,532	\$ 10,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 260,000
Construction	\$ -	\$ 245,000	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
TOTAL:	\$ 3,364	\$ 246,532	\$ 10,000	\$ 1,250,000	\$ -	\$ 1,263,364				

PROPOSED

Town 25 Year Anniversary Acknowledgement

C1514

PROJECT CATEGORY: Miscellaneous Projects

RESPONSIBLE DEPARTMENT: Town Clerk & Communications

PROJECT BEGIN DATE: FY 15/16 **ESTIMATED COMPLETION:** FY 18/19

PROJECT DESCRIPTION:

Acknowledgement of Town of Truckee's 25th Anniversary. A committee has been established to work on this project. The committee is working on a Town picnic and photo event, scheduled for September 8th, 2018 at West End Beach at Donner Lake. They are also seeking sponsorships for these events. This budget also includes some General Fund money to recognize the potential costs may not be covered by sponsorships.

REASON FOR OR BENEFITS OR PROJECT:

This project is in celebration of the Town's 25th Anniversary (155 years since establishment) Truckee has a rich history that residents and visitors are interested in.

OPERATIONAL COST IMPACTS

The FY 17/18 operations budget included funding for temporary staff to work on some portion of this project, \$11,700 in FY 17/18.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ -	\$ 11,700	\$ 7,000	\$ 27,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,000
Book Sponsorships	\$ -	\$ 28,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Event Sponsorships	\$ -	\$ -	\$ -	\$ 23,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,000
TOTAL:	\$ -	\$ 39,700	\$ 7,000	\$ 50,000	\$ -	\$ 57,000				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
25th Anniversary Photo Book	\$ -	\$ 39,700	\$ 7,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,000
25th Anniversary Event	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
TOTAL:	\$ -	\$ 39,700	\$ 7,000	\$ 50,000	\$ -	\$ 57,000				

PROPOSED

Town-Wide Content Management System

C1610

PROJECT CATEGORY: Miscellaneous Projects

RESPONSIBLE DEPARTMENT: Town Clerk & Communications

PROJECT BEGIN DATE: FY 16/17 **ESTIMATED COMPLETION:** FY 19/20

PROJECT DESCRIPTION:

This project is for the evaluation, purchase and implementation of a Town-wide content management system (CMS) to replace our "shared drive" server system. A CMS is a computer application that allows publishing, editing, modifying, organizing, deleting, and maintaining content from a central interface. This project includes the funding that was originally included in the Town-Wide Document Imaging Project, C1408, as the goals of these projects align.

REASON FOR OR BENEFITS OR PROJECT:

This project is being proposed to manage the creation, storage, access, and disposition of documents for the Town. CMS will improve staff efficiencies in maintaining and locating documents; ensuring the proper records are made available in a timely manner in response to requests from the public; preserve the security of sensitive documents; conserve space on our computer servers; and improve the application of our records management retention policies to our electronic documents.

OPERATIONAL COST IMPACTS

There will be ongoing maintenance and upgrade costs for the software, estimated at 10% of the initial software purchase (\$6,000/yr.). Costs will be updated as the selection process progresses.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
C1408: General Fund (Cancelled)	\$ 27,179	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,179
C1610: General Fund	\$ 4,358	\$ 60,000	\$ 6,713	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 131,071
TOTAL:	\$ 31,537	\$ 110,000	\$ 6,713	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 158,250

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
C1408: Consultant Fees	\$ 27,179	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,179
Consultant	\$ 4,358	\$ -	\$ 6,713	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,071
Software & Support	\$ -	\$ 60,000	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000
TOTAL:	\$ 31,537	\$ 110,000	\$ 6,713	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 158,250

PROPOSED

Police Department Remodel

C1710

PROJECT CATEGORY: Miscellaneous Projects

RESPONSIBLE DEPARTMENT: Public Safety - Support Services

PROJECT BEGIN DATE: FY 16/17 **ESTIMATED COMPLETION:** FY 17/18

PROJECT DESCRIPTION:

This project originally provided for the start-up costs associated with creating a dispatch center within the Police Department. In March of 2017, the Town made the decision to keep Dispatch services via contract with Nevada County Sheriff's Department and all work on this project was halted. Costs on this project represent the amounts spent on remodelling the space originally for dispatch and after the decision to abstain from bringing dispatch in-house, the cost to remodel the space for other uses.

REASON FOR OR BENEFITS OR PROJECT:

The original benefit of this project was creating a space to hold the police department's in-house dispatch services.

OPERATIONAL COST IMPACTS

None.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ 38,092	\$ -	\$ 15,074	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 53,166
Nevada County OES	\$ 10,905	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,905
TOTAL:	\$ 48,997	\$ -	\$ 15,074	\$ -	\$ 64,071					

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Remodel Costs	\$ 48,997	\$ -	\$ 15,074	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 64,071
TOTAL:	\$ 48,997	\$ -	\$ 15,074	\$ -	\$ 64,071					

PROPOSED

Town Website Update

C1809

PROJECT CATEGORY: Miscellaneous Projects

RESPONSIBLE DEPARTMENT: Town Clerk & Communications

PROJECT BEGIN DATE: FY 21/22 **ESTIMATED COMPLETION:** Ongoing

PROJECT DESCRIPTION:
Platform updates and upgrades for www.townoftruckee.com.

REASON FOR OR BENEFITS OR PROJECT:
The Town has to perform major updates to the website platform, about every five years, throughout the existence of the website. Just like any technology in today's environment, things are changing at a rapid pace. This CIP will provide a placeholder for future upgrades.

OPERATIONAL COST IMPACTS
Current budget incorporates the ongoing maintenance costs of the Town Website, but there could be incremental cost changes associated with a future upgrade.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Project Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000

PROPOSED

Fleet Equipment Purchases

C1811

PROJECT CATEGORY: Miscellaneous Projects

RESPONSIBLE DEPARTMENT: Public Works - Fleet

PROJECT BEGIN DATE: FY 17/18 **ESTIMATED COMPLETION:** Ongoing

PROJECT DESCRIPTION:

Provides for the purchase of five new fleet vehicles to augment the Town's snow removal operations, including two (2) Kodiak blowers, one (1) hybrid loaders, one (1) hybrid loader, and one (1) Multihog tractor with attachments (blower, asphalt grinder, and boom flail). Purchases were originally budgeted for completion in FY 17/18. The assembly process for the supplier is taking longer than anticipated and the Town will not take possession of the new blowers until FY 18/19. As such a portion of the original budget has been moved to FY 18/19. No changes have been made to the originally budgeted purchases.

REASON FOR OR BENEFITS OR PROJECT:

The Town had more snow removal routes than there was efficient amount of equipment to service those routes. The new blowers allowed for more efficient snow removal activities. The tractor purchase was to grinding and pothole repair.

OPERATIONAL COST IMPACTS

The addition of three new vehicles to the Snow Fleet will increase the Snow departments to the Fleet Replacement Fund by \$75,000 per year. Additionally, a larger fleet will increase the amount of maintenance required. No adjustment has been made to the operational budgets for these anticipated amounts, but the Fleet budget will be monitored and adjusted for any adjustments needed.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ -	\$ 1,150,000	\$ 478,191	\$ 763,899	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,242,090
Measure R Sales Tax Fund	\$ -	\$ 70,000	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,000
TOTAL:	\$ -	\$ 1,220,000	\$ 548,191	\$ 763,899	\$ -	\$ 1,312,090				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Equipment Purchases	\$ -	\$ 1,220,000	\$ 548,191	\$ 763,899	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,312,090
TOTAL:	\$ -	\$ 1,220,000	\$ 548,191	\$ 763,899	\$ -	\$ 1,312,090				

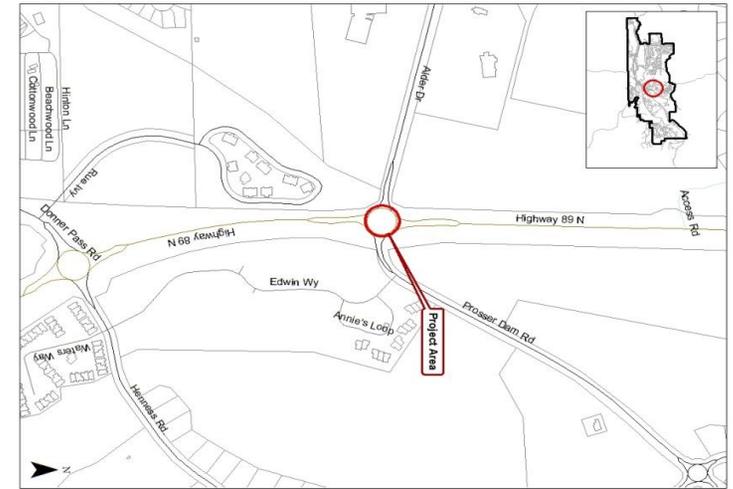
PROPOSED

PROJECT CATEGORY: Miscellaneous Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 17/18 **ESTIMATED COMPLETION:** FY 17/18

PROJECT DESCRIPTION:
 Purchase and install eight (8) "Truckee Ants" art sculptures (two ants have been donated by the artist). Project is complete.

REASON FOR OR BENEFITS OR PROJECT:
 The installation of these ants will bolster the Town's commitment to supporting and facilitating public art within the community.

OPERATIONAL COST IMPACTS
 Ongoing landscape maintenance will be integrated into the Facilities Division landscaping budget, as well as minor maintenance of the structures.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ -	\$ 35,000	\$ 16,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,000
TOTAL:	\$ -	\$ 35,000	\$ 16,000	\$ -	\$ 16,000					

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Purchase & Installation	\$ -	\$ 35,000	\$ 16,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,000
TOTAL:	\$ -	\$ 35,000	\$ 16,000	\$ -	\$ 16,000					

PROPOSED

Work Force & Affordable Housing Actions

C1814

PROJECT CATEGORY: Miscellaneous Projects

RESPONSIBLE DEPARTMENT: Community Development - Planning

PROJECT BEGIN DATE: FY 17/18 **ESTIMATED COMPLETION:** FY 18/19

PROJECT DESCRIPTION:

Developing a series of policies and projects intended to secure workforce and affordable housing immediately and into the future. Immediate, mid-term and long-term actions could include: opportunities in established projects such as Gray's Crossing, updates to the Work Force Housing Ordinance, modifying Town and special district impact fees, addressing second unit opportunities, providing incentives for creating long-term rentals for locals, modifying selected development code sections to provide housing incentives, seeking site-specific zoning changes to get increased densities and creative housing types, investigating funding sources for housing and related tasks. These actions are meant to compliment the Mountain Housing Coalition, as well as the 2040 General Plan Update and Housing Element update in CIP C1903.

This project also includes the Town's portion of funding for the Mountain Housing Council.

REASON FOR OR BENEFITS OR PROJECT:

Providing workforce and affordable housing has been an on-going Council priority. By providing focus to the project, staff hopes to continue project momentum.

OPERATIONAL COST IMPACTS

Operational impacts will be determined based on the specific recommendations of the Community Housing Council.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Affordable Housing In-Lieu Fund	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
General Fund	\$ -	\$ 65,000	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,000
TOTAL:	\$ -	\$ 115,000	\$ 115,000	\$ 50,000	\$ -	\$ 165,000				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Housing Council	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Project Costs	\$ -	\$ 65,000	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,000
TOTAL:	\$ -	\$ 115,000	\$ 115,000	\$ 50,000	\$ -	\$ 165,000				

PROPOSED

Records Management System/Computer Aided Dispatch Replacement

C1821

PROJECT CATEGORY: Miscellaneous Projects

RESPONSIBLE DEPARTMENT: Public Safety - Support Services

PROJECT BEGIN DATE: FY 18/19 **ESTIMATED COMPLETION:** FY 20/21

PROJECT DESCRIPTION:

Provides funding over the next three years for the Town Police Department's portion of a Nevada County-wide replacement of the Records Management System/Computer Aided Dispatch Replacement (RMS/CAD). Costs will be shared by all four law enforcement agencies (Nevada County, Grass Valley PD, and Nevada City PD).

REASON FOR OR BENEFITS OR PROJECT:

The current RMS/CAD system is the original system that was purchased during the Police Department start-up. While there have been upgrades over the past sixteen years, the upgrades are not keeping up with the current available technology. Changes to both State and Federal reporting requirements are expected within the next three years and the current RMS/CAD system is not compliant with those requirements.

OPERATIONAL COST IMPACTS

There will be higher yearly ongoing maintenance costs.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ -	\$ -	\$ -	\$ 133,000	\$ 133,000	\$ 134,000	\$ -	\$ -	\$ -	\$ 400,000
TOTAL:	\$ -	\$ -	\$ -	\$ 133,000	\$ 133,000	\$ 134,000	\$ -	\$ -	\$ -	\$ 400,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Purchase	\$ -	\$ -	\$ -	\$ 133,000	\$ 133,000	\$ 134,000	\$ -	\$ -	\$ -	\$ 400,000
TOTAL:	\$ -	\$ -	\$ -	\$ 133,000	\$ 133,000	\$ 134,000	\$ -	\$ -	\$ -	\$ 400,000

PROPOSED

Source Separated Public Recycling Containers

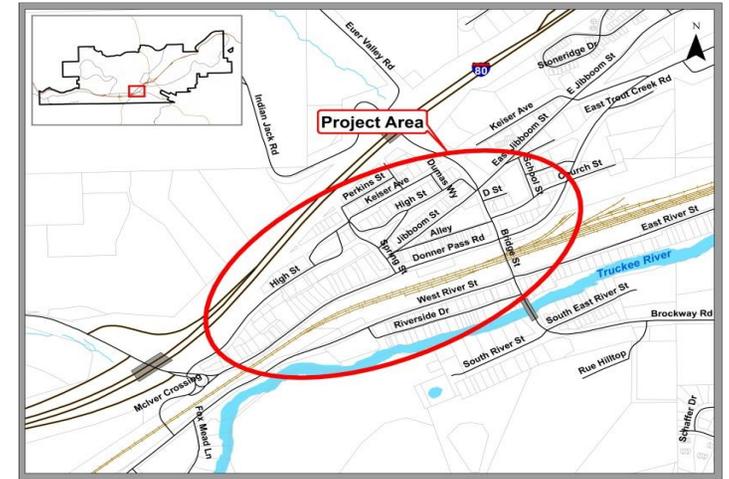
C1822

PROJECT CATEGORY: Miscellaneous Projects
RESPONSIBLE DEPARTMENT: Solid Waste
PROJECT BEGIN DATE: FY 18/19 **ESTIMATED COMPLETION:** FY 20/21

PROJECT DESCRIPTION:
 Replace existing public recycling containers with side-by-side containers for trash and recycling collection. This project will be implemented in phases, beginning with replacement of high traffic area cans in Commercial Row first. Over three years, the Town will replace approximately thirty-five (35) Commercial Row and Brickelltown public recycling containers.

REASON FOR OR BENEFITS OR PROJECT:
 The replacement trash and recycling stations will provide added capacity, a more wildlife-resistant receptacle, and opportunity for the general public to source separate their recyclable materials consistent with the Town's new trash and recycling programs. Currently, the recyclables drop directly into the trash and are not collected separately. The new separate recycling container will maintain the recycling materials cleaner for greater diversion rates. The new trash cans will have solar-powered compactors providing 8x greater capacity, and a foot pedal opening option. Each trash can will be paired with a recycling container. Town staff will look to repurpose the existing containers in pairs to be utilized for side-by-side trash and recycling.

OPERATIONAL COST IMPACTS
 Tahoe Truckee Sierra Disposal will service the containers at no cost, per the solid waste franchise agreement. Town Facilities staff will be responsible for long-term maintenance and upkeep of the containers.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Solid Waste Fund	\$ -	\$ -	\$ -	\$ 71,250	\$ 70,500	\$ 70,500	\$ -	\$ -	\$ -	\$ 212,250
Beverage Container Payment Program	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ 15,000
TOTAL:	\$ -	\$ -	\$ -	\$ 76,250	\$ 75,500	\$ 75,500	\$ -	\$ -	\$ -	\$ 227,250

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Planning & Design	\$ -	\$ -	\$ -	\$ 1,000	\$ 250	\$ 250	\$ -	\$ -	\$ -	\$ 1,500
Construction	\$ -	\$ -	\$ -	\$ 75,250	\$ 75,250	\$ 75,250	\$ -	\$ -	\$ -	\$ 225,750
TOTAL:	\$ -	\$ -	\$ -	\$ 76,250	\$ 75,500	\$ 75,500	\$ -	\$ -	\$ -	\$ 227,250

PROPOSED

Town-Wide Aerial Mapping Project

C1906

PROJECT CATEGORY: Miscellaneous Projects

RESPONSIBLE DEPARTMENT: Public Works - Roads & Snow

PROJECT BEGIN DATE: Ongoing **ESTIMATED COMPLETION:** Ongoing

PROJECT DESCRIPTION:
Update of the Aerial Mapping of the Town of Truckee.

REASON FOR OR BENEFITS OR PROJECT:
The project is a multi-agency project completed once every five years to provide updated aerial mapping of the North Lake Tahoe Truckee area. Updated aerial maps are required by local agencies for accurate Geographic Information Systems (GIS) related mapping which is used for a variety of purposes for local agencies, from mapping flood zones to tracking Town owned property.

OPERATIONAL COST IMPACTS
None.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -		\$ 25,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	Ongoing	\$ 25,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Project Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -		\$ 25,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	Ongoing	\$ 25,000

PROPOSED

Front Lobby Information Kiosk

C1908

PROJECT CATEGORY: Miscellaneous Projects

RESPONSIBLE DEPARTMENT: Town Clerk & Communications

PROJECT BEGIN DATE: FY 19/20 **ESTIMATED COMPLETION:** FY 19/20

PROJECT DESCRIPTION:

Purchase of kiosk and software for the front foyer of the Town Hall building that will allow 24-hour access to agendas and notices, as required by law.

REASON FOR OR BENEFITS OR PROJECT:

This will create an updated method for citizens to access agendas and notices posted in accordance with state law. This software will allow staff to place agenda's and public notices on the kiosk in an automated fashion. Currently, staff prints paper copies and pins them to a bulletin board outside of Town Hall.

OPERATIONAL COST IMPACTS

There will likely be update and support costs for the software. Staff estimates those to be around 10% of the costs of the software.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Project Costs	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000

PROPOSED

Annual Paving & Drainage Project Summary

Cxx02

PROJECT CATEGORY: Pavement Maintenance Projects

RESPONSIBLE DEPARTMENT: Public Works - Engineering

PROJECT DESCRIPTION:

Annual paving of selected roads based upon the 2018 Pavement Management Program (PMP). Prior to the development of final paving plans, field observations will be used in conjunction with the PMP to determine which roads will ultimately be paved. Refer to the PMP for a detailed list of proposed streets. Funded CIP Projects that include paving are not included in this budget.

REASON FOR OR BENEFITS OR PROJECT:

Road systems need periodic treatment to maintain and improve structure.

OPERATIONAL COST IMPACTS

Reduced operational costs as a result of improved roadway surfaces and pavement preservation.

CIP NUMBER	CUMULATIVE PRIOR THRU SUMMER 2016	SUMMER 2017 AMENDED BUDGET	SUMMER 2017 ESTIMATED ACTUAL	SUMMER BUDGET 2018	SUMMER BUDGET 2019	SUMMER BUDGET 2020	SUMMER BUDGET 2021	SUMMER BUDGET 2022	ESTIMATED SUMMER 2023	TOTAL
C1602	\$ 3,431,025	\$ -	\$ 1,111,945	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,542,970
C1603	\$ -	\$ -	\$ 309,428	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 309,428
C1802	\$ -	\$ 5,000	\$ 209	\$ 3,905,791	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,906,000
C2002	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 3,893,000	\$ -	\$ -	\$ -	\$ 3,898,000
CXXX9	\$ -	\$ -	\$ -	\$ -	\$ 175,000	\$ 175,000	\$ -	\$ -	\$ -	\$ 350,000
C2202	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 6,018,000	\$ -	\$ -	\$ 6,023,000
CXX12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,000	\$ 175,000	\$ -	\$ 350,000
C2302	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000
TOTAL:	\$ 3,431,025	\$ 5,000	\$ 1,421,582	\$ 3,905,791	\$ 180,000	\$ 4,073,000	\$ 6,193,000	\$ 180,000	\$ -	\$ 19,384,398

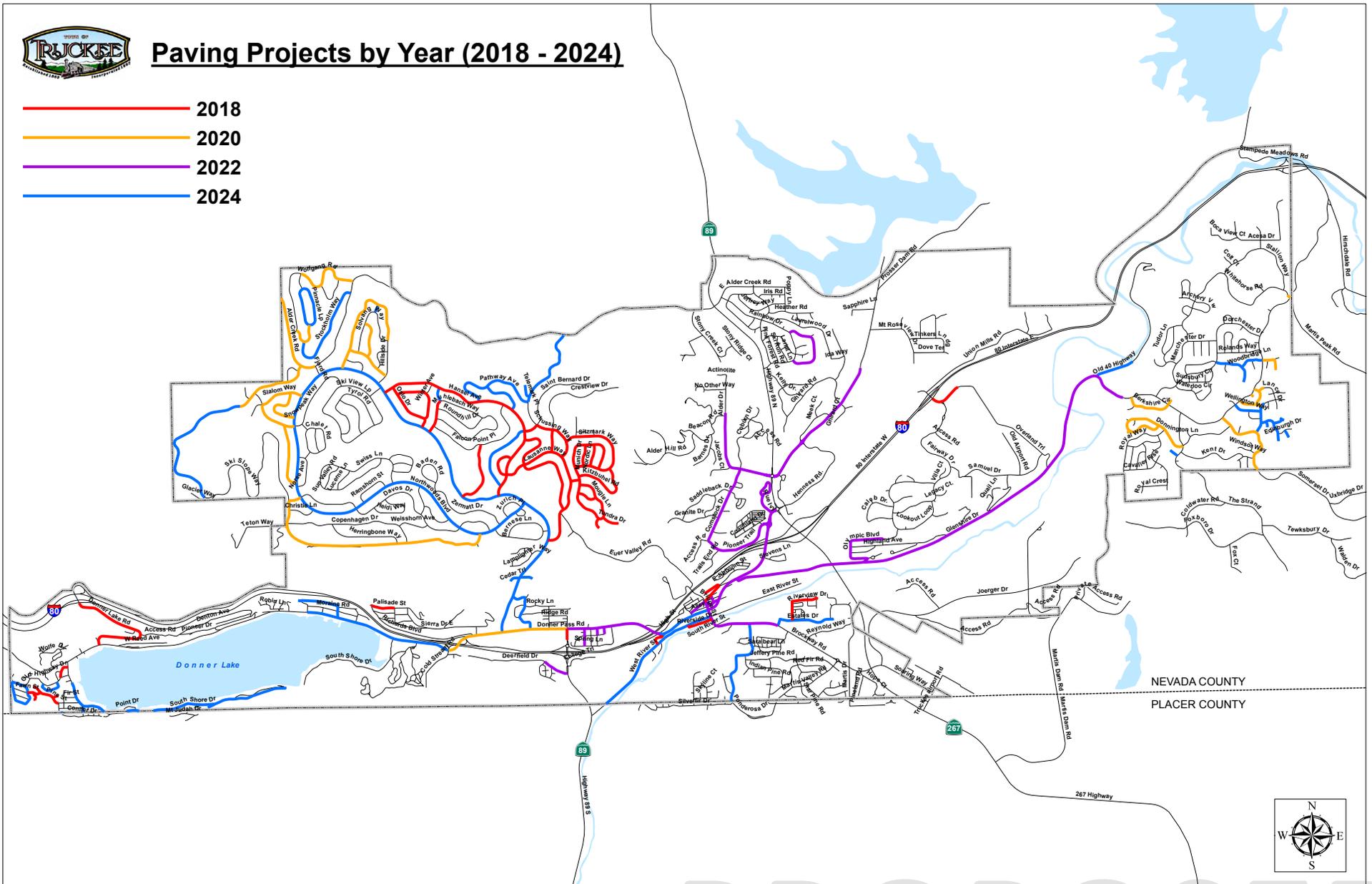
EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Summer 2016	\$ 3,431,025	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,431,025
Summer 2017	\$ -	\$ 5,000	\$ 1,421,582	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,421,582
Summer 2018	\$ -	\$ -	\$ -	\$ 3,905,791	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,905,791
Summer 2019	\$ -	\$ -	\$ -	\$ -	\$ 180,000	\$ -	\$ -	\$ -	\$ -	\$ 180,000
Summer 2020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,073,000	\$ -	\$ -	\$ -	\$ 4,073,000
Summer 2021	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,193,000	\$ -	\$ -	\$ 6,193,000
Summer 2022	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 180,000	\$ -	\$ 180,000
Summer 2023	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL:	\$ 3,431,025	\$ 5,000	\$ 1,421,582	\$ 3,905,791	\$ 180,000	\$ 4,073,000	\$ 6,193,000	\$ 180,000	\$ -	\$ 19,384,398

PROPOSED



Paving Projects by Year (2018 - 2024)

- 2018
- 2020
- 2022
- 2024



PROPOSED

2016 Paving & Drainage Project

C1602

PROJECT CATEGORY: Pavement Maintenance Projects

RESPONSIBLE DEPARTMENT: Public Works - Engineering

PROJECT BEGIN DATE: FY 16/17 **ESTIMATED COMPLETION:** FY 17/18

PROJECT DESCRIPTION:

Paving of fifteen (15) miles of selected roads based upon the Pavement Management Program and ongoing field inspection. Roads for 2016 included Northwood's Boulevard loop, Fjord Road, Alder Creek Road (SR89 to Fjord Road), Glenshire Drive (Wiltshire Lane to Town Limits), Dorchester Drive (Waterloo Circle to Glenshire Drive), and Donner Pass Road (Donner Pines Market to South Shore Drive). Measure R funding used for implementation of repairs (drainage, erosion control, and shouldering backing) on various trails and potential construction of a short portion of trail at the end of

REASON FOR OR BENEFITS OR PROJECT:

Road systems need periodic treatment to maintain and improve structure.

OPERATIONAL COST IMPACTS

Reduced operational costs as a result of improved roadway surfaces and pavement preservation.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Road Maintenance Reserve	\$ 3,784,091	\$ -	\$ 185,222	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,969,313
Tahoe Donner TSSA Fund	\$ 758,879	\$ -	\$ 7,449	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 766,328
Measure R Sales Tax Fund	\$ -	\$ -	\$ 35,202	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,202
Utility Reimbursement	\$ -	\$ -	\$ 155,900	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 155,900
TOTAL:	\$ 4,542,970	\$ -	\$ 383,773	\$ -	\$ 4,926,743					

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Period Expenses	\$ 4,542,970	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,542,970
Design & Construction	\$ -	\$ -	\$ 383,773	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 383,773
TOTAL:	\$ 4,542,970	\$ -	\$ 383,773	\$ -	\$ 4,926,743					

PROPOSED

2016 Recessed Striping & Marking Project

C1603

PROJECT CATEGORY: Pavement Maintenance Projects

RESPONSIBLE DEPARTMENT: Public Works - Engineering

PROJECT BEGIN DATE: FY 16/17 **ESTIMATED COMPLETION:** FY 17/18

PROJECT DESCRIPTION:

Replace existing roadway striping and pavement markings (crosswalks) with recessed thermoplastic. The roads planned for striping included Northwood's Boulevard, Fjord Road, Alder Creek Road (Fjord Road to SR89), Glenshire Drive (Donner Pass Road to Berkshire Circle and Wiltshire Lane to Town limits), Bridge Street (Jibboom Street to South River Street), Brockway Road (South River Street to Estates Drive), and Donner Pass Road (Cold Stream Road to South Shore Drive and McIver Roundabout to SR89).

REASON FOR OR BENEFITS OR PROJECT:

Recessed thermoplastic striping and pavement markings are more durable to snow removal operations than conventional paint. The proposed use is in areas where it is important to have visible striping and pavement markings year round such as at signalized intersections, turn lanes, center lines and crosswalks along major roadways.

OPERATIONAL COST IMPACTS

Reduced operational costs as a result of the durability, which requires less frequent refreshing of the striping and pavement markings.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Measure V Sales Tax Fund	\$ 309,428	\$ -	\$ 222,980	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 532,408
TOTAL:	\$ 309,428	\$ -	\$ 222,980	\$ -	\$ 532,408					

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years' Expenditures	\$ 309,428	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 309,428
Design & Construction	\$ -	\$ -	\$ 222,980	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 222,980
TOTAL:	\$ 309,428	\$ -	\$ 222,980	\$ -	\$ 532,408					

PROPOSED

2018 Paving & Drainage Project

C1802

PROJECT CATEGORY: Pavement Maintenance Projects

RESPONSIBLE DEPARTMENT: Public Works - Engineering

PROJECT BEGIN DATE: FY 17/18 **ESTIMATED COMPLETION:** FY 18/19

PROJECT DESCRIPTION:

Annual paving of selected roads based upon the 2018 Pavement Management Program (PMP). Prior to the development of final paving plans, field observations will be used in conjunction with the PMP to determine which roads will ultimately be paved. Refer to the PMP for a detailed list of proposed streets. Funded CIP Projects that include paving are not included in this budget.

REASON FOR OR BENEFITS OR PROJECT:

Road systems need periodic treatment to maintain and improve structure.

OPERATIONAL COST IMPACTS

Reduced operational costs as a result of improved roadway surfaces and pavement preservation.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Measure V Sales Tax Fund	\$ -	\$ 5,000	\$ 5,000	\$ 1,955,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,960,000
Tahoe Donner TSSA Fund	\$ -	\$ -	\$ -	\$ 943,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 943,000
Road Maintenance Reserve	\$ -	\$ -	\$ -	\$ 1,003,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,003,000
TOTAL:	\$ -	\$ 5,000	\$ 5,000	\$ 3,901,000	\$ -	\$ 3,906,000				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Design & Construction	\$ -	\$ 5,000	\$ 5,000	\$ 3,901,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,906,000
TOTAL:	\$ -	\$ 5,000	\$ 5,000	\$ 3,901,000	\$ -	\$ 3,906,000				

PROPOSED

2020 Paving & Drainage Project

C2002

PROJECT CATEGORY: Pavement Maintenance Projects

RESPONSIBLE DEPARTMENT: Public Works - Engineering

PROJECT BEGIN DATE: FY 19/20 **ESTIMATED COMPLETION:** FY 20/21

PROJECT DESCRIPTION:

Annual paving of selected roads based upon the 2018 Pavement Management Program (PMP). Prior to the development of final paving plans, field observations will be used in conjunction with the PMP to determine which roads will ultimately be paved. Refer to the PMP for a detailed list of proposed streets. Funded CIP Projects that include paving are not included in this budget.

REASON FOR OR BENEFITS OR PROJECT:

Road systems need periodic treatment to maintain and improve structure.

OPERATIONAL COST IMPACTS

Reduced operational costs as a result of improved roadway surfaces and pavement preservation.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Measure V Sales Tax Fund	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 1,955,000	\$ -	\$ -	\$ -	\$ 1,960,000
Tahoe Donner TSSA Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 916,000	\$ -	\$ -	\$ -	\$ 916,000
Glenshire TSSA Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 157,000	\$ -	\$ -	\$ -	\$ 157,000
Road Maintenance Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 865,000	\$ -	\$ -	\$ -	\$ 865,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 3,893,000	\$ -	\$ -	\$ -	\$ 3,898,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Design & Construction	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 3,893,000	\$ -	\$ -	\$ -	\$ 3,898,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 3,893,000	\$ -	\$ -	\$ -	\$ 3,898,000

PROPOSED

2020 Recessed Striping Project

C2003

PROJECT CATEGORY: Pavement Maintenance Projects

RESPONSIBLE DEPARTMENT: Public Works - Engineering

PROJECT BEGIN DATE: FY 19/20 **ESTIMATED COMPLETION:** FY 19/20

PROJECT DESCRIPTION:

Replace existing roadway striping and pavement markings (crosswalks) with recessed thermoplastic. The roads planned to receive recessed striping are Glenshire Drive, Bridge Street (Jibboom Street to South River Street), Brockway Road, West River Street, and Donner Pass Road (Bridge Street to SR89S).

REASON FOR OR BENEFITS OR PROJECT:

Recessed thermoplastic striping and pavement markings are more durable to snow removal operations than conventional paint. The proposed use is in areas where it is important to have visible striping and pavement markings year round such as at signalized intersections, turn lanes, center lines and crosswalks along major roadways.

OPERATIONAL COST IMPACTS

Reduced operational costs as a result of the durability, which requires less frequent refreshing of the striping and pavement markings.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Measure V Sales Tax Fund	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Design & Construction	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000

PROPOSED

2022 Paving & Drainage Project

C2202

PROJECT CATEGORY: Pavement Maintenance Projects

RESPONSIBLE DEPARTMENT: Public Works - Engineering

PROJECT BEGIN DATE: FY 21/22 **ESTIMATED COMPLETION:** FY 22/23

PROJECT DESCRIPTION:

Annual paving of selected roads based upon the 2018 Pavement Management Program (PMP). Prior to the development of final paving plans, field observations will be used in conjunction with the PMP to determine which roads will ultimately be paved. Refer to the PMP for a detailed list of proposed streets. Funded CIP Projects that include paving are not included in this budget.

REASON FOR OR BENEFITS OR PROJECT:

Road systems need periodic treatment to maintain and improve structure.

OPERATIONAL COST IMPACTS

Reduced operational costs as a result of improved roadway surfaces and pavement preservation.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Measure V Sales Tax Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 1,955,000	\$ -	\$ 1,960,000
Road Maintenance Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,063,000	\$ -	\$ 4,063,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 6,018,000	\$ -	\$ 6,023,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Design & Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 6,018,000	\$ -	\$ 6,023,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 6,018,000	\$ -	\$ 6,023,000

PROPOSED

2022 Recessed Striping Project

C2203

PROJECT CATEGORY: Pavement Maintenance Projects

RESPONSIBLE DEPARTMENT: Public Works - Engineering

PROJECT BEGIN DATE: FY 21/22 **ESTIMATED COMPLETION:** FY 21/22

PROJECT DESCRIPTION:

Replace existing roadway striping and pavement markings (crosswalks) with recessed thermoplastic. The roads planned to receive recessed striping are Northwood's Boulevard, Fjord Road, Alder Creek Road (Fjord Road to SR89), Donner Pass Road (SR89S to Town Limits) and Donner Lake Road.

REASON FOR OR BENEFITS OR PROJECT:

Recessed thermoplastic striping and pavement markings are more durable to snow removal operations than conventional paint. The proposed use is in areas where it is important to have visible striping and pavement markings year round such as at signalized intersections, turn lanes, center lines and crosswalks along major roadways.

OPERATIONAL COST IMPACTS

Reduced operational costs as a result of the durability, which requires less frequent refreshing of the striping and pavement markings.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Measure V Sales Tax Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ 350,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ 350,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Design & Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ 350,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ 350,000

PROPOSED

2023 Paving & Drainage Project

C2302

PROJECT CATEGORY: Pavement Maintenance Projects

RESPONSIBLE DEPARTMENT: Public Works - Engineering

PROJECT BEGIN DATE: FY 22/23 **ESTIMATED COMPLETION:** FY 23/24

PROJECT DESCRIPTION:

Annual paving of selected roads based upon the 2018 Pavement Management Program (PMP). Prior to the development of final paving plans, field observations will be used in conjunction with the PMP to determine which roads will ultimately be paved. Refer to the PMP for a detailed list of proposed streets. Funded CIP Projects that include paving are not included in this budget.

REASON FOR OR BENEFITS OR PROJECT:

Road systems need periodic treatment to maintain and improve structure.

OPERATIONAL COST IMPACTS

Reduced operational costs as a result of improved roadway surfaces and pavement preservation.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Measure V Sales Tax Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Design & Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000

PROPOSED

Annual Slurry Seal Project Summary

Cxx01

PROJECT CATEGORY: Pavement Maintenance Projects

RESPONSIBLE DEPARTMENT: Public Works - Engineering

PROJECT DESCRIPTION:

Slurry seal of selected roads based on the 2018 Pavement Management Program (PMP). Prior to the development of final slurry seal plans, field observations will be used in conjunction with the PMP to determine which roads will ultimately be sealed. Refer to the PMP for a detailed list of proposed streets.

REASON FOR OR BENEFITS OR PROJECT:

Road systems need periodic treatment to maintain and improve structure.

OPERATIONAL COST IMPACTS

Reduced operational costs as a result of improved roadway surfaces and pavement preservation.

CIP NUMBER	CUMULATIVE PRIOR THRU SUMMER 2016	SUMMER 2017 AMENDED BUDGET	SUMMER 2017 ESTIMATED ACTUAL	SUMMER BUDGET 2018	SUMMER BUDGET 2019	SUMMER BUDGET 2020	SUMMER BUDGET 2021	SUMMER BUDGET 2022	ESTIMATED SUMMER 2023 & AFTER	TOTAL
C1701	\$ -	\$ 675,000	\$ 326,410	\$ 297,142	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 623,552
C1801	\$ -	\$ 135,419	\$ -	\$ 5,000	\$ 679,000	\$ -	\$ -	\$ -	\$ -	\$ 684,000
C1901	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 1,053,000	\$ -	\$ -	\$ -	\$ 1,058,000
C2001	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 788,000	\$ -	\$ -	\$ 793,000
C2101	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 1,058,000	\$ -	\$ 1,063,000
C2104	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 145,000	\$ -	\$ -	\$ 150,000
CXX10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 20,000	\$ -	\$ 25,000
C2201	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 1,009,000	\$ 1,014,000
C2301	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 941,719	\$ 941,719
TOTAL:	\$ -	\$ 810,419	\$ 326,410	\$ 302,142	\$ 684,000	\$ 1,063,000	\$ 943,000	\$ 1,083,000	\$ 1,950,719	\$ 6,352,271

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Summer 2016	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Summer 2017	\$ -	\$ 810,419	\$ 326,410	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 326,410
Summer 2018	\$ -	\$ -	\$ 302,142	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 302,142
Summer 2019	\$ -	\$ -	\$ -	\$ 684,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 684,000
Summer 2020	\$ -	\$ -	\$ -	\$ -	\$ 1,063,000	\$ -	\$ -	\$ -	\$ -	\$ 1,063,000
Summer 2021	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 943,000	\$ -	\$ -	\$ -	\$ 943,000
Summer 2022	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,083,000	\$ -	\$ -	\$ 1,083,000
Summer 2023	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,014,000	\$ 936,719	\$ 1,950,719
TOTAL:	\$ -	\$ 810,419	\$ 628,552	\$ 684,000	\$ 1,063,000	\$ 943,000	\$ 1,083,000	\$ 1,014,000	\$ 936,719	\$ 6,352,271

PROPOSED

2017 Slurry Seal Project

C1701

PROJECT CATEGORY: Pavement Maintenance Projects

RESPONSIBLE DEPARTMENT: Public Works - Engineering

PROJECT BEGIN DATE: FY 16/17 **ESTIMATED COMPLETION:** FY 17/18

PROJECT DESCRIPTION:

Slurry seal of selected roads based on the 2018 Pavement Management Program (PMP). Prior to the development of final slurry seal plans, field observations will be used in conjunction with the PMP to determine which roads will ultimately be sealed. Refer to the PMP for a detailed list of proposed streets.

REASON FOR OR BENEFITS OR PROJECT:

Road systems need periodic treatment to seal surfaces and prolong the useful life of roadway pavement.

OPERATIONAL COST IMPACTS

Reduced operational costs as a result of improved roadway surfaces and pavement preservation.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Measure V Sales Tax Fund	\$ 240,631	\$ 496,299	\$ 178,285	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 418,916
Tahoe Donner TSSA Fund	\$ 63,826	\$ 132,967	\$ 71,314	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 135,140
Glenshire TSSA Fund	\$ 21,953	\$ 45,734	\$ 47,543	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 69,496
TOTAL:	\$ 326,410	\$ 675,000	\$ 297,142	\$ -	\$ 623,552					

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years' Expenditures	\$ 326,410	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 326,410
Design & Construction	\$ -	\$ 675,000	\$ 297,142	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 297,142
TOTAL:	\$ 326,410	\$ 675,000	\$ 297,142	\$ -	\$ 623,552					

* Assumes \$185/ton slurry, 18 lbs/yd² spread rate and pavement markings are replaced on major roadways.

PROPOSED

2018 Slurry Seal Project

C1801

PROJECT CATEGORY: Pavement Maintenance Projects

RESPONSIBLE DEPARTMENT: Public Works - Engineering

PROJECT BEGIN DATE: FY 17/18 **ESTIMATED COMPLETION:** FY 18/19

PROJECT DESCRIPTION:

Slurry seal of selected roads based on the 2018 Pavement Management Program. Prior to the development of final slurry seal plans, field observations will be used in conjunction with the Pavement Management Program to determine which roads will ultimately be sealed. Refer to the 2018 Pavement Management Program for a detailed list of proposed streets. The private contribution listed below is from Grey's Crossing and is intended to fund the slurry seal of roads recently accepted by the Town.

REASON FOR OR BENEFITS OR PROJECT:

Road systems need periodic treatment to seal surfaces and prolong the useful life of roadway pavement.

OPERATIONAL COST IMPACTS

Reduced operational costs as a result of improved roadway surfaces and pavement preservation.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Road Maintenance & Rehab Acct	\$ -	\$ 91,419	\$ -	\$ 279,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 279,000
SB1 Local Partnership Program	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Measure V Sales Tax Fund	\$ -	\$ -	\$ 5,000	\$ 52,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 57,000
Tahoe Donner TSSA Fund	\$ -	\$ 25,000	\$ -	\$ 88,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 88,000
Glenshire TSSA Fund	\$ -	\$ 6,000	\$ -	\$ 47,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 47,000
Private Contributions	\$ -	\$ 13,000	\$ -	\$ 13,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,000
TOTAL:	\$ -	\$ 135,419	\$ 5,000	\$ 679,000	\$ -	\$ 684,000				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Design & Construction	\$ -	\$ 135,419	\$ 5,000	\$ 679,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 684,000
TOTAL:	\$ -	\$ 135,419	\$ 5,000	\$ 679,000	\$ -	\$ 684,000				

* Assumes \$185/ton slurry, 18 lbs/yd² spread rate and pavement markings are replaced on major roadways.

PROPOSED

2019 Slurry Seal Project

C1901

PROJECT CATEGORY: Pavement Maintenance Projects

RESPONSIBLE DEPARTMENT: Public Works - Engineering

PROJECT BEGIN DATE: FY 18/19 **ESTIMATED COMPLETION:** FY 19/20

PROJECT DESCRIPTION:

Slurry seal of selected roads based on the 2018 Pavement Management Program. Prior to the development of final slurry seal plans, field observations will be used in conjunction with the Pavement Management Program to determine which roads will ultimately be sealed. Refer to the 2018 Pavement Management Program for a detailed list of proposed streets.

REASON FOR OR BENEFITS OR PROJECT:

Road systems need periodic treatment to seal surfaces and prolong the useful life of roadway pavement.

OPERATIONAL COST IMPACTS

Reduced operational costs as a result of improved roadway surfaces and pavement preservation.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Road Maintenance & Rehab Acct	\$ -	\$ -	\$ -	\$ -	\$ 86,658	\$ -	\$ -	\$ -	\$ -	\$ 86,658
Measure V Sales Tax Fund	\$ -	\$ -	\$ -	\$ 5,000	\$ 700,342	\$ -	\$ -	\$ -	\$ -	\$ 705,342
Tahoe Donner TSSA Fund	\$ -	\$ -	\$ -	\$ -	\$ 199,000	\$ -	\$ -	\$ -	\$ -	\$ 199,000
Glenshire TSSA Fund	\$ -	\$ -	\$ -	\$ -	\$ 67,000	\$ -	\$ -	\$ -	\$ -	\$ 67,000
TOTAL:	\$ -	\$ -	\$ -	\$ 5,000	\$ 1,053,000	\$ -	\$ -	\$ -	\$ -	\$ 1,058,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Design & Construction	\$ -	\$ -	\$ -	\$ 5,000	\$ 1,053,000	\$ -	\$ -	\$ -	\$ -	\$ 1,058,000
TOTAL:	\$ -	\$ -	\$ -	\$ 5,000	\$ 1,053,000	\$ -	\$ -	\$ -	\$ -	\$ 1,058,000

* Assumes \$185/ton slurry, 18 lbs/yd² spread rate and pavement markings are replaced on major roadways.

PROPOSED

2020 Slurry Seal Project

C2001

PROJECT CATEGORY: Pavement Maintenance Projects

RESPONSIBLE DEPARTMENT: Public Works - Engineering

PROJECT BEGIN DATE: FY 19/20 **ESTIMATED COMPLETION:** FY 20/21

PROJECT DESCRIPTION:

Slurry seal of selected roads based on the 2018 Pavement Management Program. Prior to the development of final slurry seal plans, field observations will be used in conjunction with the Pavement Management Program to determine which roads will ultimately be sealed. Refer to the 2018 Pavement Management Program for a detailed list of proposed streets.

REASON FOR OR BENEFITS OR PROJECT:

Road systems need periodic treatment to seal surfaces and prolong the useful life of roadway pavement.

OPERATIONAL COST IMPACTS

Reduced operational costs as a result of improved roadway surfaces and pavement preservation.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Road Maintenance & Rehab Acct	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 270,000	\$ -	\$ -	\$ -	\$ 270,000
SB1 Local Partnership Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000
Measure V Sales Tax Fund	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 180,000	\$ -	\$ -	\$ -	\$ 185,000
Tahoe Donner TSSA Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 182,000	\$ -	\$ -	\$ -	\$ 182,000
Glenshire TSSA Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 56,000	\$ -	\$ -	\$ -	\$ 56,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 788,000	\$ -	\$ -	\$ -	\$ 793,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Design & Construction	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 788,000	\$ -	\$ -	\$ -	\$ 793,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 788,000	\$ -	\$ -	\$ -	\$ 793,000

* Assumes \$185/ton slurry, 18 lbs/yd² spread rate and pavement markings are replaced on major roadways.

PROPOSED

2021 Parking District Seal Coat Project

C2005

PROJECT CATEGORY: Pavement Maintenance Projects

RESPONSIBLE DEPARTMENT: Public Works - Engineering

PROJECT BEGIN DATE: FY20/21 **ESTIMATED COMPLETION:** FY21/22

PROJECT DESCRIPTION:
The following parking lots to receive treatments are include the Fire House, Depot, Diner, and Brickelltown.

REASON FOR OR BENEFITS OR PROJECT:
Parking lots need periodic treatment to seal surfaces and prolong the useful life of the pavement.

OPERATIONAL COST IMPACTS
Reduced operational costs as a result of improved parking lot surfaces and pavement preservation.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Parking Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 20,000	\$ -	\$ -	\$ 25,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 20,000	\$ -	\$ -	\$ 25,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Design & Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 20,000	\$ -	\$ -	\$ 25,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 20,000	\$ -	\$ -	\$ 25,000

PROPOSED

2021 Slurry Seal Project

C2101

PROJECT CATEGORY: Pavement Maintenance Projects

RESPONSIBLE DEPARTMENT: Public Works - Engineering

PROJECT BEGIN DATE: FY 20/21 **ESTIMATED COMPLETION:** FY 21/22

PROJECT DESCRIPTION:

Slurry seal of selected roads based on the 2018 Pavement Management Program. Prior to the development of final slurry seal plans, field observations will be used in conjunction with the Pavement Management Program to determine which roads will ultimately be sealed. Refer to the 2018 Pavement Management Program for a detailed list of proposed streets.

REASON FOR OR BENEFITS OR PROJECT:

Road systems need periodic treatment to seal surfaces and prolong the useful life of roadway pavement.

OPERATIONAL COST IMPACTS

Reduced operational costs as a result of improved roadway surfaces and pavement preservation.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Road Maintenance & Rehab Acct	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 270,000	\$ -	\$ -	\$ 270,000
SB1 Local Partnership Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000
Measure V Sales Tax Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 445,000	\$ -	\$ -	\$ 450,000
Tahoe Donner TSSA Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 196,000	\$ -	\$ -	\$ 196,000
Glenshire TSSA Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 47,000	\$ -	\$ -	\$ 47,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 1,058,000	\$ -	\$ -	\$ 1,063,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Design & Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 1,058,000	\$ -	\$ -	\$ 1,063,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 1,058,000	\$ -	\$ -	\$ 1,063,000

* Assumes \$185/ton slurry, 18 lbs/yd² spread rate and pavement markings are replaced on major roadways.

PROPOSED

2021 Trails Seal Coat Project

C2104

PROJECT CATEGORY: Pavement Maintenance Projects

RESPONSIBLE DEPARTMENT: Public Works - Engineering

PROJECT BEGIN DATE: FY 19/20 **ESTIMATED COMPLETION:** FY20/21

PROJECT DESCRIPTION:

The following trails are scheduled for seal coating: Truckee River Legacy Trail, Brockway Road Trail, Trout Creek Trail, Public Service Center trails and Frishman Hollow trail. The trailhead parking areas on Glenshire Drive, East River Street and Northwood's Boulevard will also receive seal coat treatments as part of the project.

REASON FOR OR BENEFITS OR PROJECT:

Trail systems need periodic treatment to seal surfaces and prolong the useful life of the pavement.

OPERATIONAL COST IMPACTS

Reduced operational costs as a result of improved trail surfaces and pavement preservation.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Measure R Sales Tax Fund	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 145,000	\$ -	\$ -	\$ -	\$ 150,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 145,000	\$ -	\$ -	\$ -	\$ 150,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Design & Construction	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 145,000	\$ -	\$ -	\$ -	\$ 150,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 145,000	\$ -	\$ -	\$ -	\$ 150,000

PROPOSED

2022 Slurry Seal Project

C2201

PROJECT CATEGORY: Pavement Maintenance Projects

RESPONSIBLE DEPARTMENT: Public Works - Engineering

PROJECT BEGIN DATE: FY 21/22 **ESTIMATED COMPLETION:** FY 22/23

PROJECT DESCRIPTION:

Slurry seal of selected roads based on the 2018 Pavement Management Program. Prior to the development of final slurry seal plans, field observations will be used in conjunction with the Pavement Management Program to determine which roads will ultimately be sealed. Refer to the 2018 Pavement Management Program for a detailed list of proposed streets.

REASON FOR OR BENEFITS OR PROJECT:

Road systems need periodic treatment to seal surfaces and prolong the useful life of roadway pavement.

OPERATIONAL COST IMPACTS

Reduced operational costs as a result of improved roadway surfaces and pavement preservation.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Measure V Sales Tax Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 373,000	\$ -	\$ 378,000
Tahoe Donner TSSA Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 199,000	\$ -	\$ 199,000
Glenshire TSSA Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 67,000	\$ -	\$ 67,000
SB1 Local Partnership Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
Road Maintenance & Rehab Acct	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 270,000	\$ -	\$ 270,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 1,009,000	\$ -	\$ 1,014,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Design & Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 1,009,000	\$ -	\$ 1,014,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 1,009,000	\$ -	\$ 1,014,000

* Assumes \$185/ton slurry, 18 lbs/yd² spread rate and pavement markings are replaced on major roadways.

PROPOSED

2023 Slurry Seal Project

C2301

PROJECT CATEGORY: Pavement Maintenance Projects

RESPONSIBLE DEPARTMENT: Public Works - Engineering

PROJECT BEGIN DATE: FY 22/23 **ESTIMATED COMPLETION:** FY 23/24

PROJECT DESCRIPTION:

Slurry seal of selected roads based on the 2018 Pavement Management Program. Prior to the development of final slurry seal plans, field observations will be used in conjunction with the Pavement Management Program to determine which roads will ultimately be sealed. Refer to the 2018 Pavement Management Program for a detailed list of proposed streets.

REASON FOR OR BENEFITS OR PROJECT:

Road systems need periodic treatment to seal surfaces and prolong the useful life of roadway pavement.

OPERATIONAL COST IMPACTS

Reduced operational costs as a result of improved roadway surfaces and pavement preservation.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Measure V Sales Tax Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 936,719	\$ 941,719
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 936,719	\$ 941,719

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Design & Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 936,719	\$ 941,719
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 936,719	\$ 941,719

* Assumes \$185/ton slurry, 18 lbs/yd² spread rate and pavement markings are replaced on major roadways.

PROPOSED

2017 Flood Damage Repair

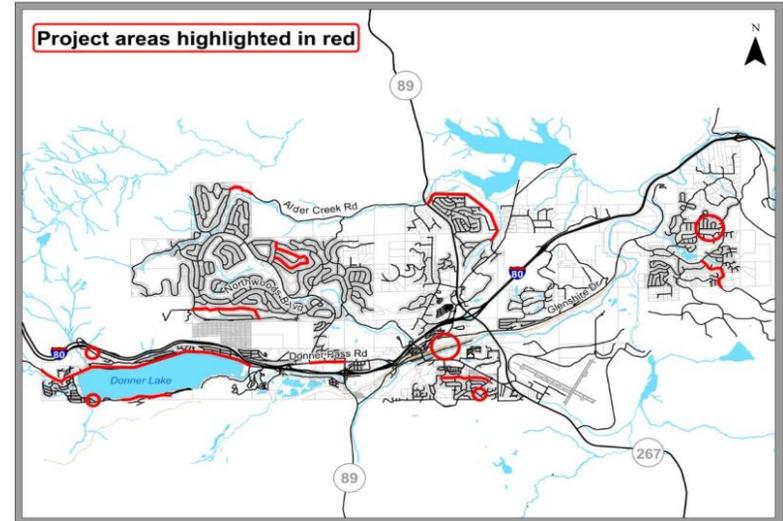
C1713

PROJECT CATEGORY: Pavement Maintenance Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 17/18 **ESTIMATED COMPLETION:** FY 17/18

PROJECT DESCRIPTION:
 Repair of any roadway, trail or drainage infrastructure throughout Town damaged as a result of flooding. Also includes clean-up of downed trees and other debris. Due to the length of the State of California Office of Emergency Services (OES) process, expenses may be funded originally from Measure V and then refunded from OES during the following year.

REASON FOR OR BENEFITS OR PROJECT:
 Restore any flood damaged town infrastructure back to a properly functioning state.

OPERATIONAL COST IMPACTS
 None.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
OES	\$ -	\$ -	\$ 338,826	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 338,826
Measure V Sales Tax Fund	\$ -	\$ 875,000	\$ 207,174	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 207,174
TOTAL:	\$ -	\$ 875,000	\$ 546,000	\$ -	\$ 546,000					

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Construction	\$ -	\$ 875,000	\$ 546,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 546,000
TOTAL:	\$ -	\$ 875,000	\$ 546,000	\$ -	\$ 546,000					

PROPOSED

Glenshire Drive Bike Lane Project - Phase 2

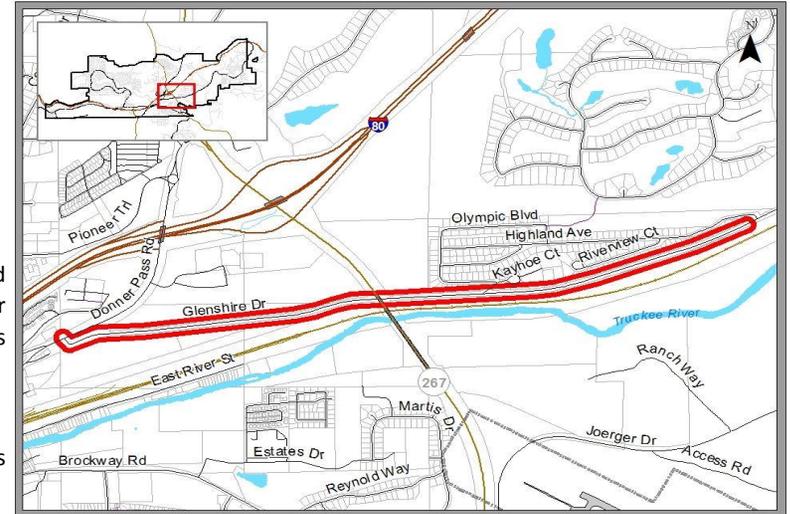
C1306

PROJECT CATEGORY: Roadway & Water Quality Improvement Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 13/14 **ESTIMATED COMPLETION:** FY 15/16
MONITORING COMPLETION: FY 19/20

PROJECT DESCRIPTION:
 Widen Glenshire Drive to accommodate bike lanes, implement storm water improvements, control erosion and rehabilitate structural section of roadway. Phase 2 reconstructed the section just west of Highland Avenue to Donner Pass Road and included the construction of a left-turn lane at the Olympic Boulevard intersection. Construction was completed in October 2014. Three years of wetland mitigation monitoring is required.

REASON FOR OR BENEFITS OR PROJECT:
 Maintain Town's roadway infrastructure, reduce erosion and sediment runoff, and upgrade cross section so that it is more consistent with the Truckee Trails and Bikeways Master Plan.

OPERATIONAL COST IMPACTS
 Reduced operation costs due to improved pavement surface. Minor additional costs for bike lane striping and sign maintenance.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Measure A Sales Tax Fund	\$ 815,471	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 815,471
Traffic Impact Fees Fund	\$ 1,281,281	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,281,281
Measure V Sales Tax Fund	\$ 1,299,140	\$ 3,000	\$ 3,000	\$ 3,000	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ 1,306,640
TOTAL:	\$ 3,395,892	\$ 3,000	\$ 3,000	\$ 3,000	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ 3,403,392

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Construction	\$ 3,395,892	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,395,892
Wetland Mitigation Monitoring	\$ -	\$ 3,000	\$ 3,000	\$ 3,000	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ 7,500
TOTAL:	\$ 3,395,892	\$ 3,000	\$ 3,000	\$ 3,000	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ 3,403,392

PROPOSED

West River Street Widening & Bike Lane Project

C1307

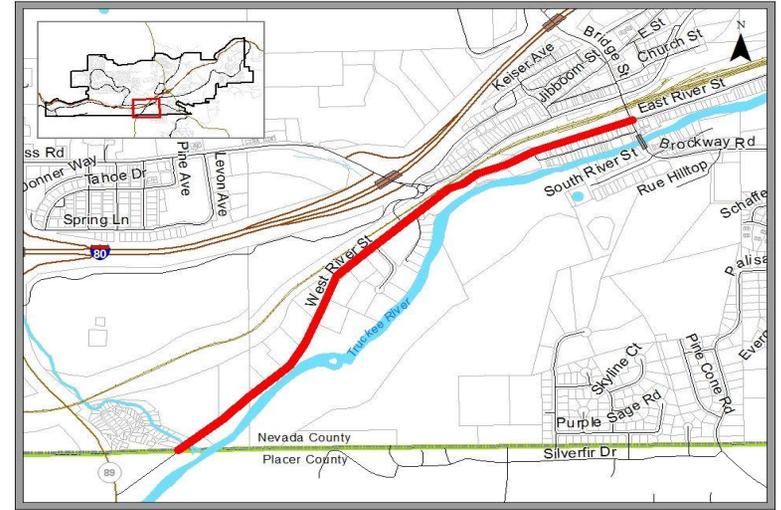
PROJECT CATEGORY: Roadway & Water Quality Improvement Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 13/14 **ESTIMATED COMPLETION:** FY 16/17

PROJECT DESCRIPTION:
 Reconstruct and widen West River Street from Mill Street (Riverside) to Placer County boundary. Project included pavement rehabilitation, drainage improvements, and shoulder widening to improve water quality and construct class 2 bike lanes. Assumes a four (4) inch pavement mill and inlay. Placer County will construct approximately 600 land feet from Town boundary to SR 89. This project does not include the replacement of the bridge over Donner Creek, which is provided for in a separate project.

REASON FOR OR BENEFITS OR PROJECT:
 Maintain Town's roadway infrastructure, improve roadside drainage and construct bike lanes.

OPERATIONAL COST IMPACTS

Reduced operational costs as a result of improved roadway surfaces and pavement preservation. Minor additional cost for bike lane striping and signal maintenance.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Measure V Sales Tax Fund	\$ 1,468,652	\$ 12,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,468,652
Traffic Impact Fees Fund	\$ 856,499	\$ 7,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 856,499
Utility Reimbursement	\$ 11,952	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,952
TOTAL:	\$ 2,337,103	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,337,103

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years' Expenditures	\$ 2,337,103	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,337,103
Surveying	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL:	\$ 2,337,103	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,337,103

PROPOSED

Miscellaneous Curb & Gutter Replacement

C1508

PROJECT CATEGORY: Roadway & Water Quality Improvement Projects

RESPONSIBLE DEPARTMENT: Public Works - Engineering

PROJECT BEGIN DATE: FY 15/16 **ESTIMATED COMPLETION:** Ongoing

PROJECT DESCRIPTION:

The project will replace curb and gutter at various locations around Town. In particular, curb and gutter replacement will occur concurrent with sidewalk replacement projects initiated by private property owners as required by the streets and highways code.

REASON FOR OR BENEFITS OR PROJECT:

Improve roadway infrastructure and drainage.

OPERATIONAL COST IMPACTS

Reduced operation costs as a result of improved roadway infrastructure.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Measure V Sales Tax Fund	\$ 79,844	\$ 75,000	\$ 20,000	\$ 50,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000		\$ 249,844
TOTAL:	\$ 79,844	\$ 75,000	\$ 20,000	\$ 50,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	Ongoing	\$ 249,844

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years' Expenditures	\$ 79,844	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 79,844
Construction	\$ -	\$ 75,000	\$ 20,000	\$ 50,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000		\$ 170,000
TOTAL:	\$ 79,844	\$ 75,000	\$ 20,000	\$ 50,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	Ongoing	\$ 249,844

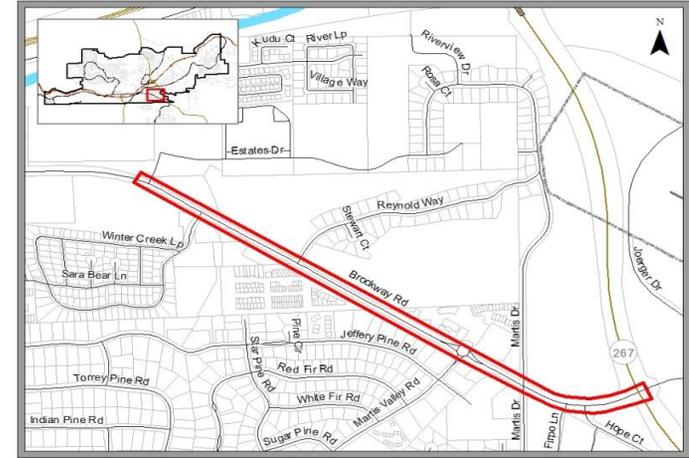
PROPOSED

Brockway Road Corridor/East River Street Improvement Project

C1604

PROJECT CATEGORY: Roadway & Water Quality Improvement Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 15/16 **ESTIMATED COMPLETION:** FY 17/18

PROJECT DESCRIPTION:
 Project to widen and reconstruct Brockway Road from Estates Drive to SR 267, reconstruct approximately 2,000 feet of East River Street, and reconstruct and widen Donner Pass Road from South Shore Drive to the western Town limits. The Brockway Road improvements also include left-turn land at Reynolds Drive, widening for a Class II bike lane, installation of pedestrian crossing enhancements, and construction of landscape medians. Project also includes the repaving of Soaring Way to the Joerger Drive intersection.



REASON FOR OR BENEFITS OR PROJECT:
 Improve road structure, traffic circulation, and pedestrian and bicycle facilities.

OPERATIONAL COST IMPACTS
 Reduced operational costs due to improved pavement surface. Minor additional cost for bike lane striping sign maintenance, and landscaped medians.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Developer Funding	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Measure V Sales Tax Fund	\$ 80,170	\$ 685,000	\$ 1,135,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,215,170
Traffic Impact Fees Fund	\$ 10,000	\$ 470,000	\$ 719,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 729,100
Road Maintenance Reserve	\$ -	\$ 500,000	\$ 1,141,730	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,141,730
TOTAL:	\$ 90,170	\$ 1,660,000	\$ 3,000,830	\$ -	\$ 3,091,000					

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years' Expenditures	\$ 90,170	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90,170
Construction	\$ -	\$ 1,660,000	\$ 3,000,830	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000,830
TOTAL:	\$ 90,170	\$ 1,660,000	\$ 3,000,830	\$ -	\$ 3,091,000					

PROPOSED

Glenshire Drive/Dorchester Drive Pedestrian and Bicycle Improvements

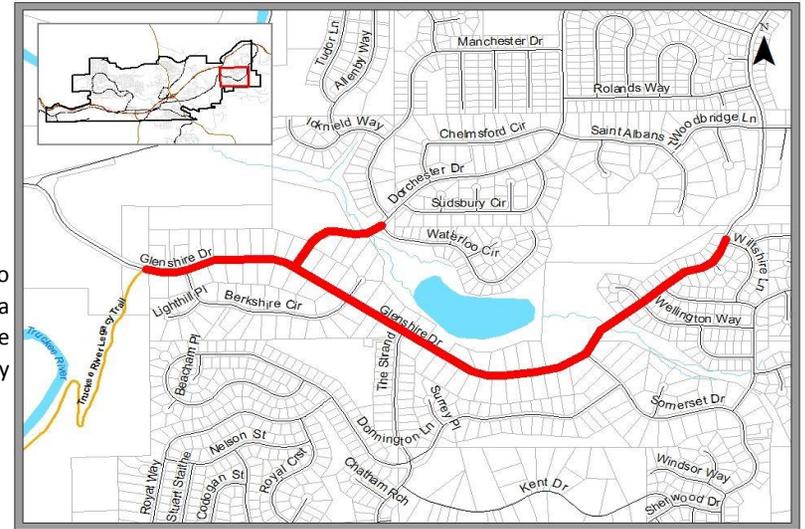
C1605

PROJECT CATEGORY: Roadway & Water Quality Improvement Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 15/16 **ESTIMATED COMPLETION:** FY 17/18
NEXUS AMOUNT: \$ 1,623,391
 * 40% of Glenshire Widening, 5.2% of Dorchester/Glenshire left-turn lane; 43% weighted average)

PROJECT DESCRIPTION:
 Reconstruct and widen Glenshire Drive (Berkshire Circle to Wiltshire Lane) and Dorchester Drive (Glenshire Drive to Manchester Drive) to accommodate Class II bike lanes and upgrade storm water infrastructure. Design and construct a left-turn lane on eastbound Glenshire Drive at Dorchester Drive intersection. Construct a spur trail between the Truckee River Legacy Trail and Berkshire Circle to provide a safer Glenshire Drive crossing location and better connectivity between the subdivisions and the trail.

REASON FOR OR BENEFITS OR PROJECT:
 Improve pavement and widen road for additional vehicle capacity and improved bicycle/pedestrian facilities.

OPERATIONAL COST IMPACTS
 Reduced operational costs as a result of improved roadway surfaces and pavement preservation.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Traffic Impact Fees Fund	\$ 114,270	\$ 1,462,000	\$ 1,131,047	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,245,317
ATP Grant	\$ -	\$ 904,069	\$ 904,069	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 904,069
Measure V Sales Tax Fund	\$ 151,457	\$ 1,033,931	\$ 714,884	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 866,341
TOTAL:	\$ 265,727	\$ 3,400,000	\$ 2,750,000	\$ -	\$ 3,015,727					

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years' Expenditures	\$ 265,727	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 265,727
Construction	\$ -	\$ 3,400,000	\$ 2,750,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,750,000
TOTAL:	\$ 265,727	\$ 3,400,000	\$ 2,750,000	\$ -	\$ 3,015,727					

PROPOSED

Coldstream Road/Donner Creek Crossing Structure Replacement

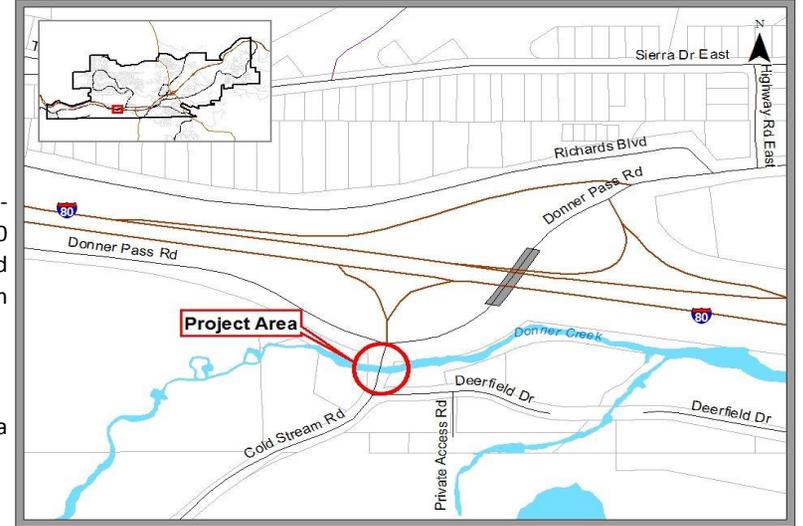
C1607

PROJECT CATEGORY: Roadway & Water Quality Improvement Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 17/18 **ESTIMATED COMPLETION:** FY 18/19

PROJECT DESCRIPTION:
 Coldstream Road bridge over Donner Creek is deteriorating. Project includes coordinating a replacement bridge and PC-1 infrastructure, assuming PC-1 is leading the design effort on this project in conjunction with design of the adjacent I-80 Eastbound/Donner Pass Road roundabout. Cost of construction is included in dollar values below with a portion shared by the PC-1 developer. Town will pursue grant funds as an alternative to Developer Funding for the stream restoration portion of the project.

REASON FOR OR BENEFITS OR PROJECT:
 Replaces Town's aging culvert with bridge across Donner Creek to increase flood capacity and reduce erosion. Restores a portion of Donner Creek adjacent to the new bridge.

OPERATIONAL COST IMPACTS
 None.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Measure V Sales Tax Fund	\$ 300	\$ 310,000	\$ 200,000	\$ 290,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 490,300
Traffic Impact Fees Fund	\$ -	\$ 80,000	\$ -	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140,000
General Fund	\$ -	\$ 310,000	\$ -	\$ 490,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 490,000
Developer Funding	\$ -	\$ 100,000	\$ -	\$ 280,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 280,000
TOTAL:	\$ 300	\$ 800,000	\$ 200,000	\$ 1,200,000	\$ -	\$ 1,400,300				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years' Expenditures	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300
Design	\$ -	\$ 300,000	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000
Construction	\$ -	\$ 500,000	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
TOTAL:	\$ 300	\$ 800,000	\$ 200,000	\$ 1,200,000	\$ -	\$ 1,400,300				

PROPOSED

Skislope Way Vehicle Turnaround

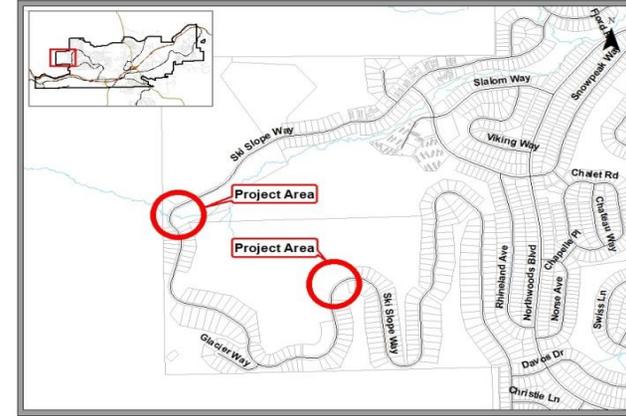
C1810

PROJECT CATEGORY: Roadway & Water Quality Improvement Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 17/18 **ESTIMATED COMPLETION:** FY 18/19

PROJECT DESCRIPTION:
 Design and construction of a vehicle turnaround on Ski Slope Way to improve snow removal operations.

REASON FOR OR BENEFITS OR PROJECT:
 Improves snow removal operations by providing a place for snow removal equipment and personal vehicles to turn around.

OPERATIONAL COST IMPACTS
 Minimal increases in pavement maintenance area but reduced snow removal operation costs.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Tahoe Donner TSSA Fund	\$ -	\$ 200,000	\$ 30,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 230,000
TOTAL:	\$ -	\$ 200,000	\$ 30,000	\$ 200,000	\$ -	\$ 230,000				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Design & Construction	\$ -	\$ 200,000	\$ 30,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 230,000
TOTAL:	\$ -	\$ 200,000	\$ 30,000	\$ 200,000	\$ -	\$ 230,000				

PROPOSED

Northwood's Boulevard/Donner Pass Road Roundabout

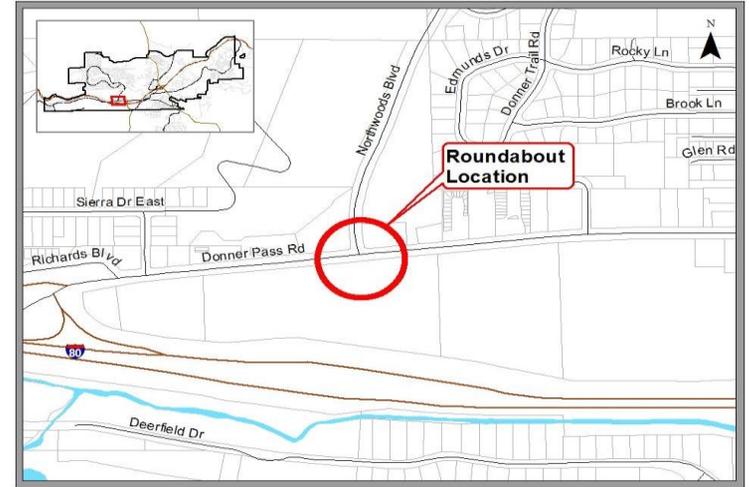
C1608

PROJECT CATEGORY: Roundabout & Intersection Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 16/17 **ESTIMATED COMPLETION:** FY 20/21

PROJECT DESCRIPTION:
 Final design and construction of a roundabout at the intersection of Donner Pass Road and Northwoods Boulevard. 30% designs are being developed as part of the Envision Donner Pass Road Corridor Improvement Plan project.

REASON FOR OR BENEFITS OR PROJECT:
 Project will provide an overall increase in level of service to this intersection.

OPERATIONAL COST IMPACTS
 Anticipated annual maintenance cost of \$10,000 for landscaping, lighting and sidewalk snow removal.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ 95,451	\$ 245,000	\$ 120,000	\$ 150,000	\$ 1,175,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 2,540,451
TOTAL:	\$ 95,451	\$ 245,000	\$ 120,000	\$ 150,000	\$ 1,175,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 2,540,451

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years' Expenditures	\$ 95,451	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 95,451
Right-of-Way Acquisition	\$ -	\$ 95,000	\$ 95,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 95,000
Planning & Design	\$ -	\$ 150,000	\$ 25,000	\$ 150,000	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 2,000,000
TOTAL:	\$ 95,451	\$ 245,000	\$ 120,000	\$ 150,000	\$ 1,175,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 2,540,451

PROPOSED

Stockrest Spring/Donner Pass Road/East Jibboom St Roundabout

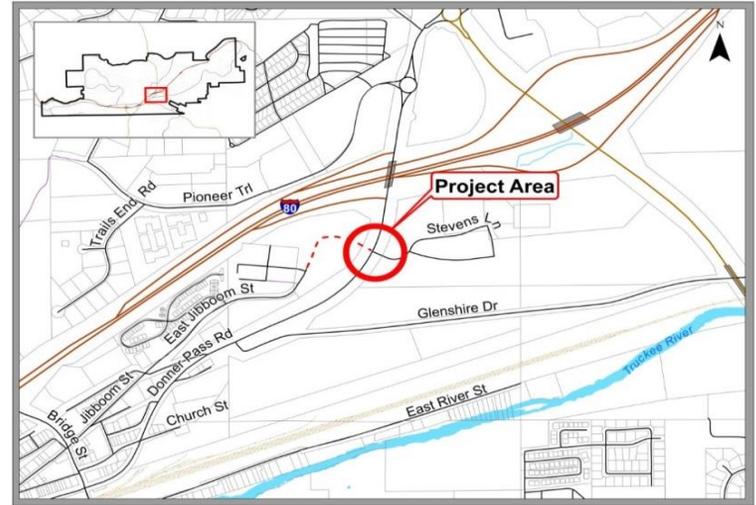
C1612

PROJECT CATEGORY: Roundabout & Intersection Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 17/18 **ESTIMATED COMPLETION:** FY 19/20

PROJECT DESCRIPTION:
 Final design and construction of a single-lane roundabout at the intersection of Donner Pass Road, Stockrest Springs, and East Jibboom Street.

REASON FOR OR BENEFITS OR PROJECT:
 Project will provide an overall increase in the level of service to this intersection.

OPERATIONAL COST IMPACTS
 Anticipated annual maintenance cost of \$10,000 for landscaping, lighting and sidewalks snow removal.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund Housing Designation	\$ -	\$ 1,170,000	\$ 50,000	\$ 1,220,000	\$ 730,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000
TOTAL:	\$ -	\$ 1,170,000	\$ 50,000	\$ 1,220,000	\$ 730,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Design	\$ -	\$ 150,000	\$ 50,000	\$ 220,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 270,000
Construction	\$ -	\$ 1,020,000	\$ -	\$ 1,000,000	\$ 730,000	\$ -	\$ -	\$ -	\$ -	\$ 1,730,000
TOTAL:	\$ -	\$ 1,170,000	\$ 50,000	\$ 1,220,000	\$ 730,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000

PROPOSED

I-80/Donner Pass Road/Coldstream Road Roundabout

C1712

PROJECT CATEGORY: Roundabout & Intersection Projects

RESPONSIBLE DEPARTMENT:

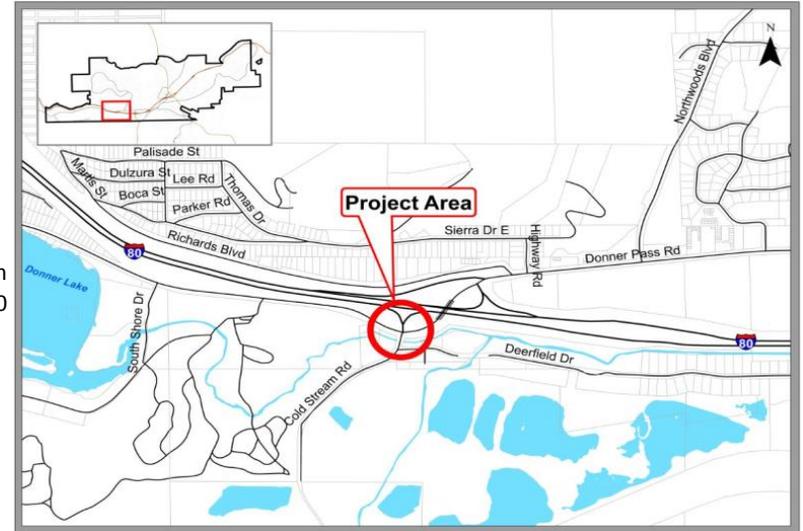
PROJECT BEGIN DATE: FY 16/17 **ESTIMATED COMPLETION:** FY 19/20

NEXUS AMOUNT: \$ 450,000

PROJECT DESCRIPTION:
 Design and construction of a single-lane roundabout at the intersection of Interstate 80/Donner Pass Road/Coldstream Road. The Developer has agreed to finance \$1,517,639 of the project upfront, with the promise of \$150,000 AB1600 yearly.

REASON FOR OR BENEFITS OR PROJECT:
 Project will provide an overall improvement to the level of service at this intersection.

OPERATIONAL COST IMPACTS
 Anticipated annual maintenance cost of \$10,000 for landscaping, lighting, and sidewalk snow removal.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Traffic Impact Fees Fund	\$ -	\$ 250,000	\$ 75,000	\$ 375,000	\$ 1,517,639	\$ -	\$ -	\$ -	\$ -	\$ 1,967,639
AHSC Program Funds	\$ -	\$ 1,532,361	\$ -	\$ -	\$ 1,532,361	\$ -	\$ -	\$ -	\$ -	\$ 1,532,361
TOTAL:	\$ -	\$ 1,782,361	\$ 75,000	\$ 375,000	\$ 3,050,000	\$ -	\$ -	\$ -	\$ -	\$ 3,500,000

* Affordable Housing and Sustainable Community Grant Funds (AHSC Program Funds)

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Design & Permitting	\$ -	\$ 250,000	\$ 75,000	\$ 375,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450,000
Construction	\$ -	\$ 1,532,361	\$ -	\$ -	\$ 3,050,000	\$ -	\$ -	\$ -	\$ -	\$ 3,050,000
TOTAL:	\$ -	\$ 1,782,361	\$ 75,000	\$ 375,000	\$ 3,050,000	\$ -	\$ -	\$ -	\$ -	\$ 3,500,000

TRACKING OF LOAN FROM DEVELOPER	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23
Balance of Loan from Developer	\$ -	\$ -	\$ -	\$ -	\$ 1,517,639	\$ 1,367,639	\$ 1,217,639	\$ 1,067,639	\$ -
Traffic Impact Fees Fund	\$ -	\$ -	\$ -	\$ -	\$ 1,517,639	\$ (150,000)	\$ (150,000)	\$ (150,000)	\$ (1,067,639)

PROPOSED

Church Street Extension

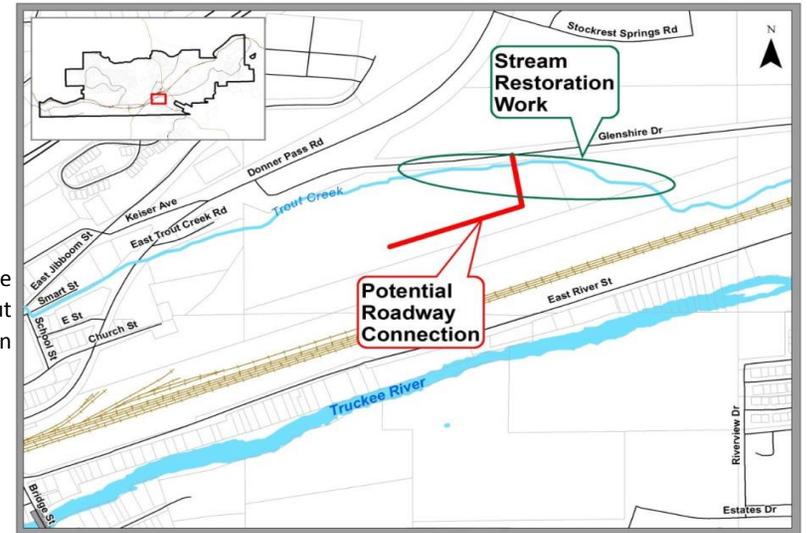
C1804

PROJECT CATEGORY: Roundabout & Intersection Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 17/18 **ESTIMATED COMPLETION:** FY 20/21
NEXUS AMOUNT: 100% \$ 4,675,000

PROJECT DESCRIPTION:
 Planning, design, and construction of the Town's portion of the extension of Church Street from the balloon track in the Railyard development to Glenshire Drive. Project includes restoration of a portion of Trout Creek, a bridge over Trout Creek and a roundabout or similar traffic control improvement at the Glenshire Drive/Church Street Extension intersection.

REASON FOR OR BENEFITS OR PROJECT:
 Traffic capacity improvement.

OPERATIONAL COST IMPACTS
 To be determined.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Traffic Impact Fees Fund	\$ -	\$ 250,000	\$ 200,000	\$ 340,000	\$ 2,000,000	\$ 1,375,000	\$ -	\$ -	\$ -	\$ 3,915,000
Facilities Impact Fees - Storm Drainage	\$ -	\$ -	\$ 50,000	\$ 85,000	\$ 500,000	\$ 125,000	\$ -	\$ -	\$ -	\$ 760,000
TOTAL:	\$ -	\$ 250,000	\$ 250,000	\$ 425,000	\$ 2,500,000	\$ 1,500,000	\$ -	\$ -	\$ -	\$ 4,675,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Planning & Design	\$ -	\$ 250,000	\$ 250,000	\$ 425,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 675,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ 2,500,000	\$ 1,500,000	\$ -	\$ -	\$ -	\$ 4,000,000
TOTAL:	\$ -	\$ 250,000	\$ 250,000	\$ 425,000	\$ 2,500,000	\$ 1,500,000	\$ -	\$ -	\$ -	\$ 4,675,000

PROPOSED

Bridge Street/West River Street/Donner Pass Road Intersection Improvements

C1805

PROJECT CATEGORY: Roundabout & Intersection Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 17/18 **ESTIMATED COMPLETION:** FY 20/21
NEXUS AMOUNT: 100% \$ 2,400,000

PROJECT DESCRIPTION:

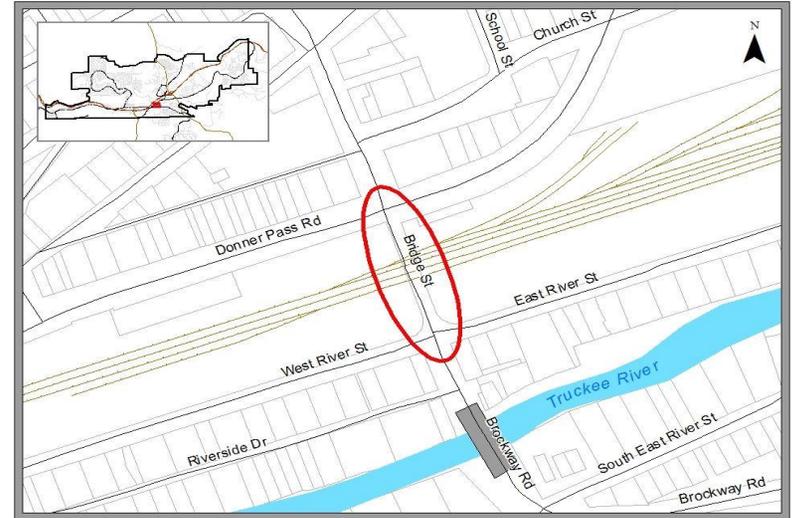
Evaluation, design and construction of improvements to the Bridge Street/Donner Pass Road and Bridge Street/West River Street intersections. Improvements may include single-lane roundabouts, traffic signals, and/or other improvements. Project goals are to develop a preferred alternative with consideration to traffic capacity, pedestrian/bicycle facilities, safety, aesthetics, and ability to implement a Union Pacific Railroad "Quiet Zone".

REASON FOR OR BENEFITS OR PROJECT:

Traffic capacity improvements.

OPERATIONAL COST IMPACTS

Anticipated annual maintenance cost of \$10,000 for landscaping, lighting, and sidewalk snow removal.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Traffic Impact Fees Fund	\$ -	\$ 200,000	\$ 50,000	\$ 350,000	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 2,400,000
TOTAL:	\$ -	\$ 200,000	\$ 50,000	\$ 350,000	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 2,400,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Planning & Design	\$ -	\$ 200,000	\$ 50,000	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 2,000,000
TOTAL:	\$ -	\$ 200,000	\$ 50,000	\$ 350,000	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 2,400,000

PROPOSED

Trout Creek Restoration - Reach 1, Phase 1 Construction

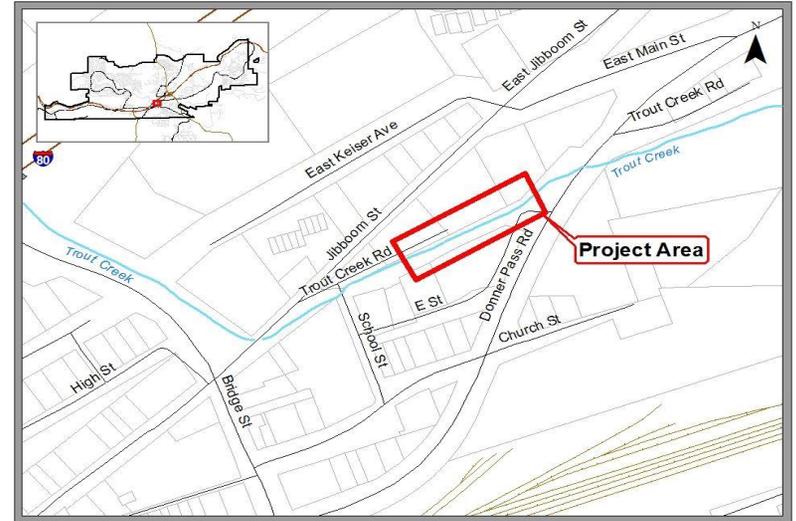
C1203

PROJECT CATEGORY: Stream Restoration & Water Quality Improvement Projects
RESPONSIBLE DEPARTMENT:
PROJECT BEGIN DATE: FY 12/13 **ESTIMATED COMPLETION:** FY 14/15
MONITORING COMPLETION: FY 17/18

PROJECT DESCRIPTION:
 Plans, specifications and estimates (PS&E), permitting, construction, and monitoring of Reach 1, Phase 1 (adjacent to Catholic Church property) portion of project. Construction of Phase 1 was completed in November 2014. Final construction payment was made in November 2015 for irrigation maintenance and vegetation establishment. Final parcel map and utility district dedications to be completed in Winter/Spring of 2018. Monitoring reports were required through Fall 2017 and are now completed.

REASON FOR OR BENEFITS OR PROJECT:
 Improve water quality, ecological values, 100-year flood protection, and recreational and aesthetic value of a creek.

OPERATIONAL COST IMPACTS
 None.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Facilities Impact Fees - Storm Drainage	\$ 529,521	\$ 20,000	\$ 34,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 563,521
General Fund	\$ 374,988	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 374,988
Successor Agency Bonds	\$ 3,260	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,260
Supplemental Prop 50 Grant	\$ 809,765	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 809,765
Utility Reimbursement	\$ 368,766	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 368,766
TOTAL:	\$ 2,086,300	\$ 20,000	\$ 34,000	\$ -	\$ 2,120,300					

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years' Expenditures	\$ 2,086,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,086,300
Utility Dedications/Title Work	\$ -	\$ 2,000	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000
Parcel Map/Record of Survey	\$ -	\$ -	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000
Monitoring & Maintenance	\$ -	\$ 18,000	\$ 18,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,000
TOTAL:	\$ 2,086,300	\$ 20,000	\$ 34,000	\$ -	\$ 2,120,300					

PROPOSED

Donner Pass Road/West Tamarack Road Drainage Improvement

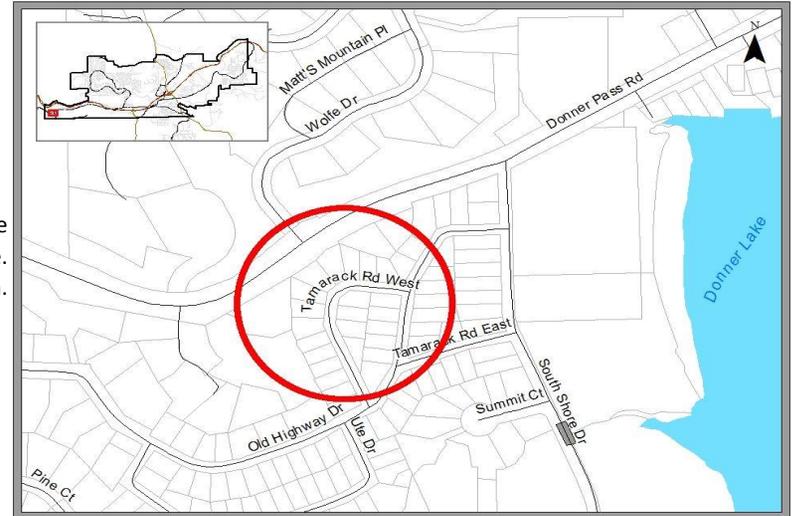
C1606

PROJECT CATEGORY: Stream Restoration & Water Quality Improvement Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 14/15 **ESTIMATED COMPLETION:** FY17/18

PROJECT DESCRIPTION:
 This project was budgeted to construct drainage improvements in the Donner Pass Road right-of-way to direct drainage into an existing drainage easement between Donner Pass Road and West Tamarack Road. This CIP is no longer active. Funds expended to date were for preliminary design and coordination with property owners for a drainage solution. However, an agreement with property owners has not been reached at this time and the project has been suspended.

REASON FOR OR BENEFITS OR PROJECT:
 Improve water quality and roadway drainage and preserve property.

OPERATIONAL COST IMPACTS
 Reduced operational costs as a result of improved roadway drainage.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Measure V Sales Tax Fund	\$ 10,644	\$ 75,856	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,644
TOTAL:	\$ 10,644	\$ 75,856	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,644

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years' Expenditures	\$ 10,644	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,644
Design & Construction	\$ -	\$ 75,856	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL:	\$ 10,644	\$ 75,856	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,644

PROPOSED

Trout Creek Restoration - Reach 1, Phase 2 Final Design & Construction

C1704

PROJECT CATEGORY: Stream Restoration & Water Quality Improvement Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 17/18 **ESTIMATED COMPLETION:** FY 22/23
MONITORING COMPLETION: FY 25/26

PROJECT DESCRIPTION:

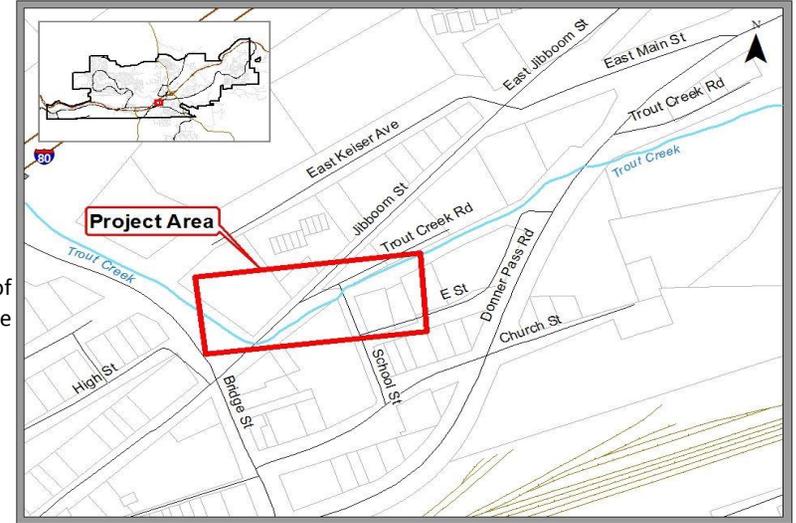
Plans, specifications and estimates (PS&E), permitting, construction, and monitoring of Reach 1, Phase 2 portion of project (approximately 500 feet, including School Street and Jibboom Street bridges and area adjacent to Truckee Donner Recreation and Parks District Community Arts Center).

REASON FOR OR BENEFITS OR PROJECT:

Improve water quality, ecological value, 100-year flood protection, and recreational and aesthetic value of creek.

OPERATIONAL COST IMPACTS

None.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000
Unfunded Grant Source	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 225,000	\$ 3,230,000	\$ 60,000	\$ 3,515,000
TOTAL:	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000	\$ 225,000	\$ 3,230,000	\$ 60,000	\$ 3,585,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Right-of-Way Acquisition	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ 200,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,200,000	\$ -	\$ 3,200,000
Monitoring & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 60,000	\$ 90,000
TOTAL:	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000	\$ 225,000	\$ 3,230,000	\$ 60,000	\$ 3,585,000

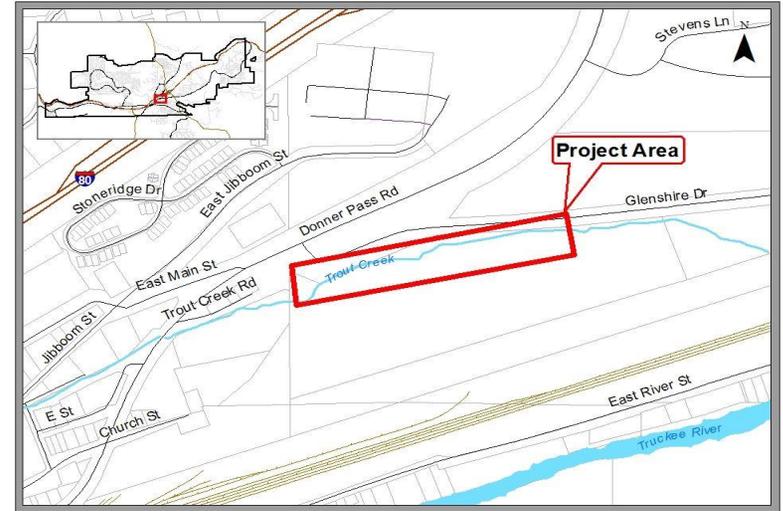
PROPOSED

PROJECT CATEGORY: Stream Restoration & Water Quality Improvement Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 19/20 **ESTIMATED COMPLETION:** FY 21/22

PROJECT DESCRIPTION:
 Prepare final design plans and permits for Reach 4 of Trout Creek. Construct Reach 4 portion of the Trout Creek Restoration Project in conjunction with the Railyard project. Construction of Reach 5 would occur concurrently with the Church Street bridge over Trout Creek.

REASON FOR OR BENEFITS OR PROJECT:
 Improve water quality, ecological value, 100-year flood protection, and recreational and aesthetical value of creek.

OPERATIONAL COST IMPACTS
 None.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 3,000,000	\$ 3,000,000	\$ -	\$ -	\$ 6,500,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 3,000,000	\$ 3,000,000	\$ -	\$ -	\$ 6,500,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Permitting	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Design	\$ -	\$ -	\$ -	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ 450,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000	\$ 3,000,000	\$ -	\$ -	\$ 6,000,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 3,000,000	\$ 3,000,000	\$ -	\$ -	\$ 6,500,000

PROPOSED

Tahoe Donner Drainage Maintenance Project

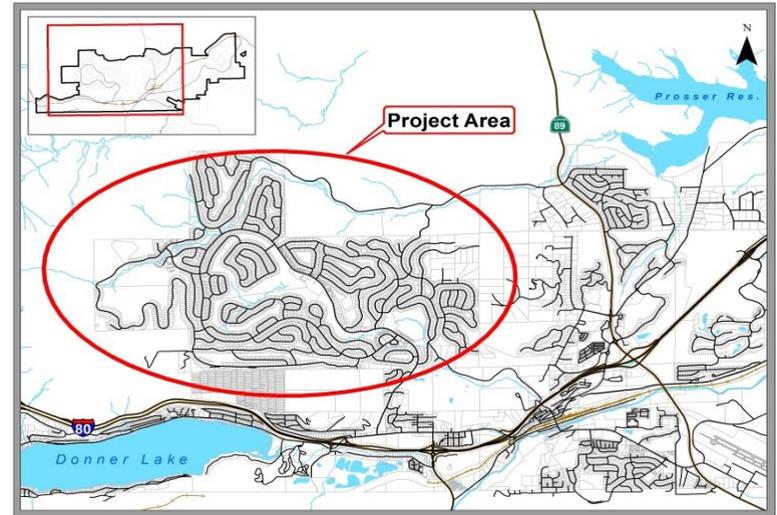
C2004

PROJECT CATEGORY: Stream Restoration & Water Quality Improvement Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 20/21 **ESTIMATED COMPLETION:** FY 21/22

PROJECT DESCRIPTION:
 This project will maintain various cross country drainage courses throughout Tahoe Donner. The project also includes an evaluation of existing drainage courses, identification of existing easements, and establishment of maintenance responsibility for various drainage courses through Tahoe.

REASON FOR OR BENEFITS OR PROJECT:
 Improve water quality and roadway drainage and preserve property.

OPERATIONAL COST IMPACTS
 Reduced operational costs as a result of improved roadway drainage.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Tahoe Donner TSSA Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 500,000	\$ -	\$ -	\$ 530,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 500,000	\$ -	\$ -	\$ 530,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ 30,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ 500,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 500,000	\$ -	\$ -	\$ 530,000

PROPOSED

Brickelltown Streetscape Improvement Project

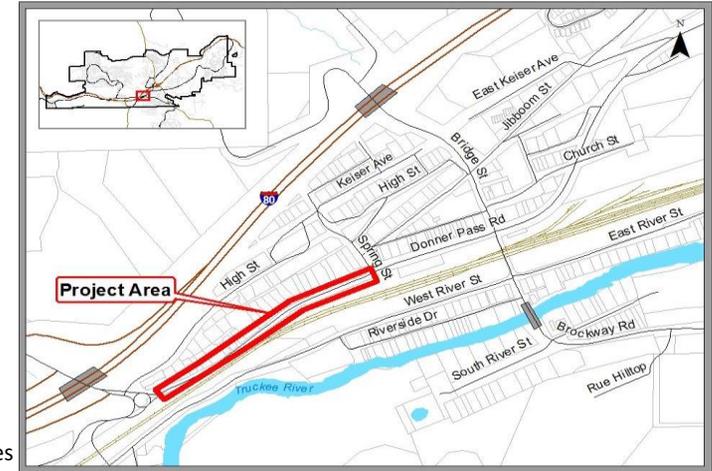
C0322

PROJECT CATEGORY: Streetscape Improvement Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 08/09 **ESTIMATED COMPLETION:** FY 17/18

PROJECT DESCRIPTION:
 Design, construction and realignment of Donner Pass Road from the Brickelltown roundabout to Spring Street. Project includes curb, gutter, sidewalk, landscaping, utility undergrounding, and parking improvements.

REASON FOR OR BENEFITS OR PROJECT:
 Downtown beautification and pedestrian improvements.

OPERATIONAL COST IMPACTS
 Approximately \$64,000 per year maintenance to be funded by Downtown Maintenance District when all construction phases



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Successor Agency Bonds	\$ 6,516,063	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,516,063
Economic Development Design.	\$ 164,220	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 164,220
RSTP Funds	\$ 850,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 850,000
Parking Enterprise Fund	\$ 113,957	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 113,957
Measure V Sales Tax Fund	\$ 473,499	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 473,499
Utility Reimbursement	\$ 92,615	\$ 50,000	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 137,615
General Fund	\$ 323,154	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 323,154
RDA Capital	\$ 319,947	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 319,947
TOTAL:	\$ 8,853,455	\$ 50,000	\$ 45,000	\$ -	\$ 8,898,455					

* Regional Surface Transportation Program (RSTP Funds)

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years' Expenditures	\$ 8,853,455	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,853,455
Construction	\$ -	\$ 50,000	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,000
TOTAL:	\$ 8,853,455	\$ 50,000	\$ 45,000	\$ -	\$ 8,898,455					

PROPOSED

Envision DPR Corridor Improvement - Western Segment Phase 1

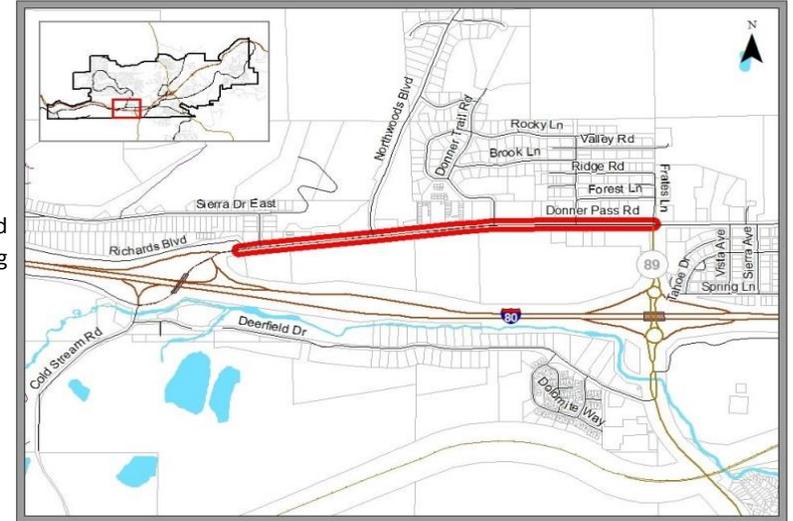
C1407

PROJECT CATEGORY: Streetscape Improvement Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 16/17 **ESTIMATED COMPLETION:** FY 19/20

PROJECT DESCRIPTION:
 Construct Phase 1 sidewalk and pedestrian crossing enhancements along Donner Pass Road between Richards Boulevard and Frates Lane. Project will include drainage improvements and landscaping along the corridor. Project is splitting drainage improvement costs with Western Segment Utility Undergrounding.

REASON FOR OR BENEFITS OR PROJECT:
 Provide consistent pedestrian facilities along Donner Pass Road.

OPERATIONAL COST IMPACTS
 Ongoing sidewalk and crossing maintenance expense once constructed. Current Council policy would require the formation of a Community Facilities Maintenance District to fund ongoing maintenance.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Federal HSIP Grant	\$ -	\$ -	\$ -	\$ 600,000	\$ 619,600	\$ -	\$ -	\$ -	\$ -	\$ 1,219,600
RSTP Funds	\$ 136,000	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 136,000
Measure V Sales Tax Fund	\$ 334,000	\$ -	\$ -	\$ 550,000	\$ 475,000	\$ -	\$ -	\$ -	\$ -	\$ 1,359,000
General Fund	\$ 54,149	\$ 180,000	\$ 135,000	\$ 375,000	\$ 1,430,400	\$ -	\$ -	\$ -	\$ -	\$ 1,994,549
TOTAL:	\$ 524,149	\$ 300,000	\$ 135,000	\$ 1,525,000	\$ 2,525,000	\$ -	\$ -	\$ -	\$ -	\$ 4,709,149

* Regional Surface Transportation Program (RSTP Funds)

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years' Expenditures	\$ 524,149	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 524,149
Design	\$ -	\$ 300,000	\$ 135,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 135,000
Construction	\$ -	\$ -	\$ -	\$ 1,525,000	\$ 2,525,000	\$ -	\$ -	\$ -	\$ -	\$ 4,050,000
TOTAL:	\$ 524,149	\$ 300,000	\$ 135,000	\$ 1,525,000	\$ 2,525,000	\$ -	\$ -	\$ -	\$ -	\$ 4,709,149

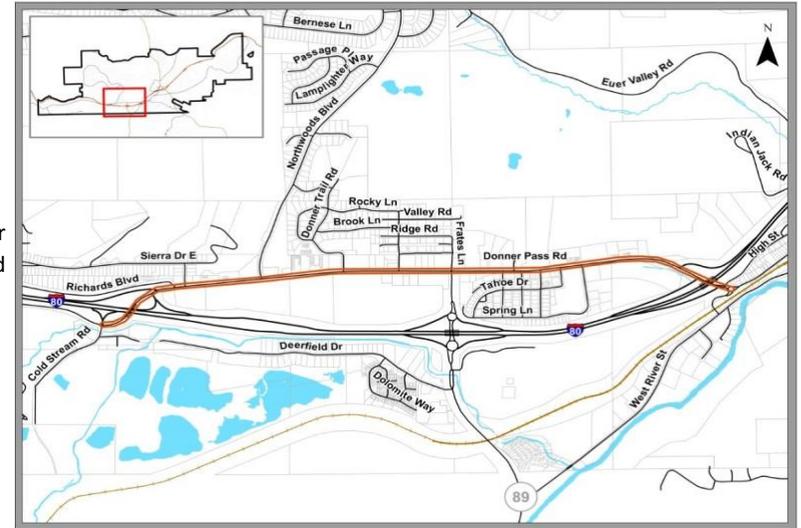
PROPOSED

PROJECT CATEGORY: Streetscape Improvement Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 14/15 **ESTIMATED COMPLETION:** FY 17/18

PROJECT DESCRIPTION:
 Planning and design of streetscape improvements on Donner Pass Road between Coldstream Road and the Mclver roundabout. Public process occurred only in relation to the Western segment. Eastern segment public processes and corridor reporting will be completed as part of a future CIP.

REASON FOR OR BENEFITS OR PROJECT:
 Safety and aesthetic improvements of Donner Pass Road corridor.

OPERATIONAL COST IMPACTS
 Ongoing sidewalk and crossing maintenance expense once constructed. Current Council policy would require the formation of a Community Facilities Maintenance District to fund ongoing maintenance.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Measure V Sales Tax Fund	\$ 219,637	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 229,637
Traffic Impact Fees Fund	\$ 42,014	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 62,014
Federal HSIP Grant	\$ 289,637	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 294,637
TOTAL:	\$ 551,288	\$ 25,000	\$ 35,000	\$ -	\$ 586,288					

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years' Expenditures	\$ 551,288	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 551,288
Design & Environmental Review	\$ -	\$ 25,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000
TOTAL:	\$ 551,288	\$ 25,000	\$ 35,000	\$ -	\$ 586,288					

PROPOSED

West River Street Streetscape Improvement Project

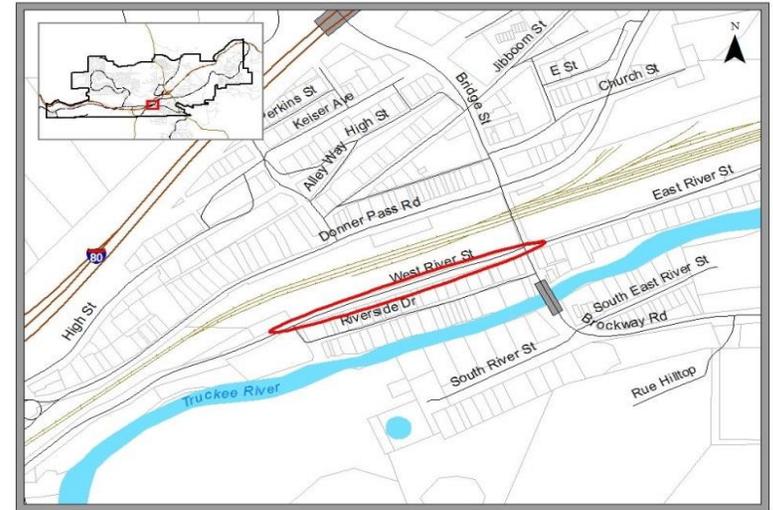
C1703

PROJECT CATEGORY: Streetscape Improvement Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 18/19 **ESTIMATED COMPLETION:** FY 20/21

PROJECT DESCRIPTION:
 Design and construction of streetscape improvements (curb, gutter, sidewalk, landscaping, utility undergrounding, parking improvements) on West River Street from Bridge Street to the Old County Corp Yard site west of Riverside Drive.

REASON FOR OR BENEFITS OR PROJECT:
 Improving the roadway/streetscape connections in downtown.

OPERATIONAL COST IMPACTS
 Ongoing sidewalk and crossing maintenance expense once constructed. Current Council policy would require the formation of a Community Facilities Maintenance District to fund ongoing maintenance.

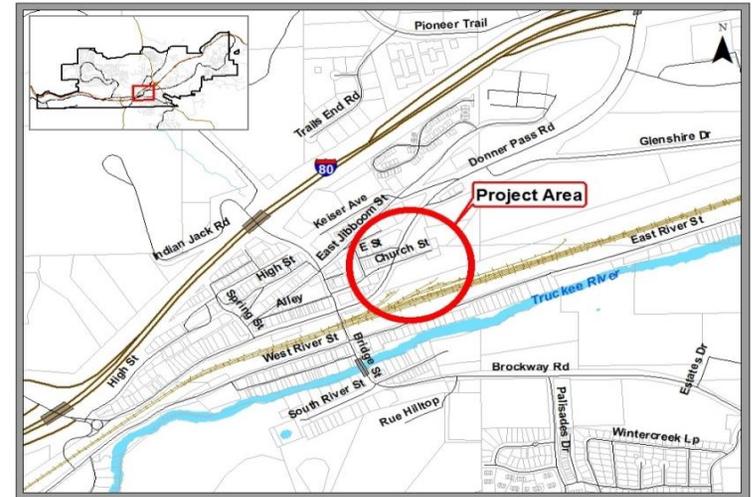


FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ -	\$ -	\$ -	\$ 375,000	\$ 625,000	\$ 2,500,000	\$ -	\$ -	\$ -	\$ 3,500,000
Streetscape Designation	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
TOTAL:	\$ -	\$ -	\$ -	\$ 375,000	\$ 1,625,000	\$ 2,500,000	\$ -	\$ -	\$ -	\$ 4,500,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Planning & Design	\$ -	\$ -	\$ -	\$ 375,000	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000	\$ 2,500,000	\$ -	\$ -	\$ -	\$ 4,000,000
TOTAL:	\$ -	\$ -	\$ -	\$ 375,000	\$ 1,625,000	\$ 2,500,000	\$ -	\$ -	\$ -	\$ 4,500,000

PROPOSED

PROJECT CATEGORY: Streetscape Improvement Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY17/18 **ESTIMATED COMPLETION:** FY17/18
NEXUS AMOUNT: \$ 500,000
** Funds a portion of the roundabout required to accommodate regional traffic growth.*



PROJECT DESCRIPTION:
 This project includes the Town's financial commitments associated with the implementation of the 2017 Railyard Master Plan Development Agreement. It includes the Town's financial obligations associated with a loan for the Artist Housing, the construction of a roundabout at the intersection of Donner Pass Road and Church Street, the development of a theatre, and the construction of a streetscape improvement associated with the Railyard Phase 1 infrastructure. Two additional projects are included as CIPs that contribute to the development of the Railyard, Church Street Extension (C1804) with an estimated cost of \$4,675,000 and Bridge Street/West River Street/Donner Pass Road Intersection Improvements (C1805) with an estimated cost of \$2,400,000. Both of these projects are funded via the Traffic Impact Fees Fund (AB1600).

REASON FOR OR BENEFITS OR PROJECT:
 The Railyard Project is beneficial to the economic health and vitality of the Town. The Project will keep and attract local business. Additionally, it will create jobs while providing housing opportunities and commercial uses to support such development.

OPERATIONAL COST IMPACTS
 A streetscape Community Facilities District has been established to fund ongoing maintenance of the streetscape improvements.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Affordable Housing In-Lieu Fund	\$ -	\$ -	\$ -	\$ 1,650,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,650,000
Traffic Impact Fees Fund	\$ -	\$ 500,000	\$ -	\$ 269,144	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 269,144
Developer Funding	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Economic Development Design.	\$ -	\$ -	\$ -	\$ 250,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 100,000	\$ -	\$ 500,000
Streetscape Designation	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
Parking Fund	\$ -	\$ -	\$ -	\$ 115,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 115,000
TOTAL:	\$ -	\$ 1,000,000	\$ -	\$ 3,284,144	\$ 50,000	\$ 50,000	\$ 50,000	\$ 100,000	\$ -	\$ 3,534,144

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Artist Housing	\$ -	\$ -	\$ -	\$ 1,650,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,650,000
DPR/Church Street RAB	\$ -	\$ 1,000,000	\$ -	\$ 269,144	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 269,144
Theatre	\$ -	\$ -	\$ -	\$ 250,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 100,000	\$ -	\$ 500,000
Streetscape Improvement	\$ -	\$ -	\$ -	\$ 1,115,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,115,000
TOTAL:	\$ -	\$ 1,000,000	\$ -	\$ 3,284,144	\$ 50,000	\$ 50,000	\$ 50,000	\$ 100,000	\$ -	\$ 3,534,144

Bridge Street Streetscape Improvement Project

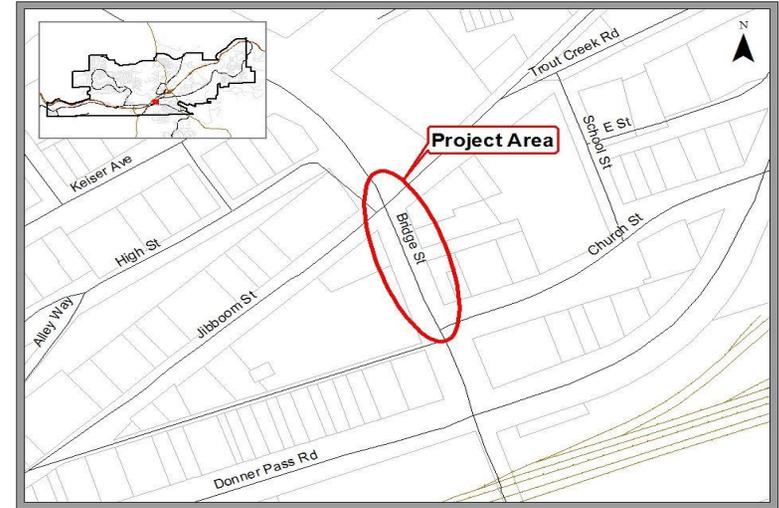
C1806

PROJECT CATEGORY: Streetscape Improvement Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 19/20 **ESTIMATED COMPLETION:** FY 21/22

PROJECT DESCRIPTION:
 Design and construction of streetscape improvements (curb, gutter, sidewalk, landscaping, utility undergrounding, parking improvements) on Bridge Street from Church Street to the north side of Jibboom Street at the Trout Creek Pocket Park.

REASON FOR OR BENEFITS OR PROJECT:
 Improving the roadway and streetscape connections in downtown.

OPERATIONAL COST IMPACTS
 Ongoing sidewalk and crossing maintenance expense once constructed. Current Council policy would require the formation of a Community Facilities District to fund ongoing maintenance.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000	\$ 800,000	\$ -	\$ -	\$ 1,100,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000	\$ 800,000	\$ -	\$ -	\$ 1,100,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Planning & Design	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 800,000	\$ -	\$ -	\$ 950,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000	\$ 800,000	\$ -	\$ -	\$ 1,100,000

PROPOSED

Church Street Streetscape Improvements Project

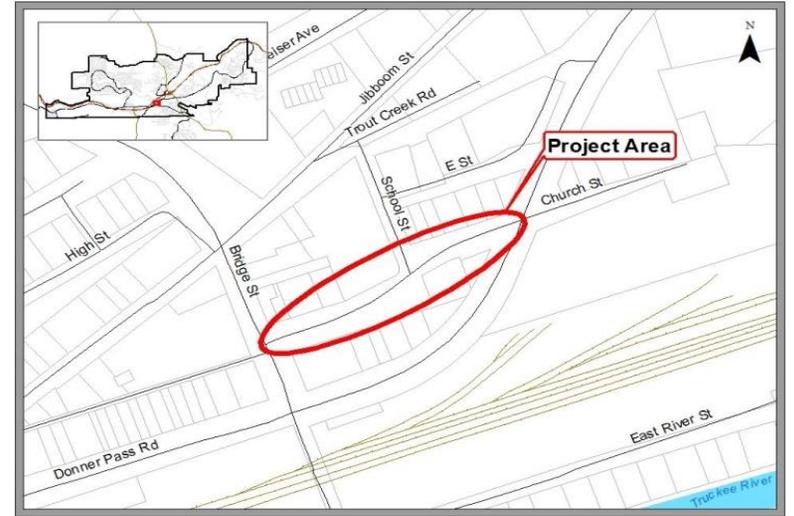
C1807

PROJECT CATEGORY: Streetscape Improvement Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 19/20 **ESTIMATED COMPLETION:** FY 21/22

PROJECT DESCRIPTION:
 Design and construction of streetscape improvements (curb, gutter, sidewalk, landscaping, utility undergrounding, parking improvements) on Church Street from Donner Pass Road to Bridge Street.

REASON FOR OR BENEFITS OR PROJECT:
 Improving the roadway and streetscape connections in downtown.

OPERATIONAL COST IMPACTS
 Ongoing sidewalk and crossing maintenance expense once constructed. Current Council policy would require the formation of a Community Facilities Maintenance District to fund ongoing maintenance.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 1,500,000	\$ -	\$ -	\$ 1,900,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 1,500,000	\$ -	\$ -	\$ 1,900,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Planning & Design	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 1,500,000	\$ -	\$ -	\$ 1,700,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 1,500,000	\$ -	\$ -	\$ 1,900,000

PROPOSED

Jibboom Street Streetscape Improvements Project

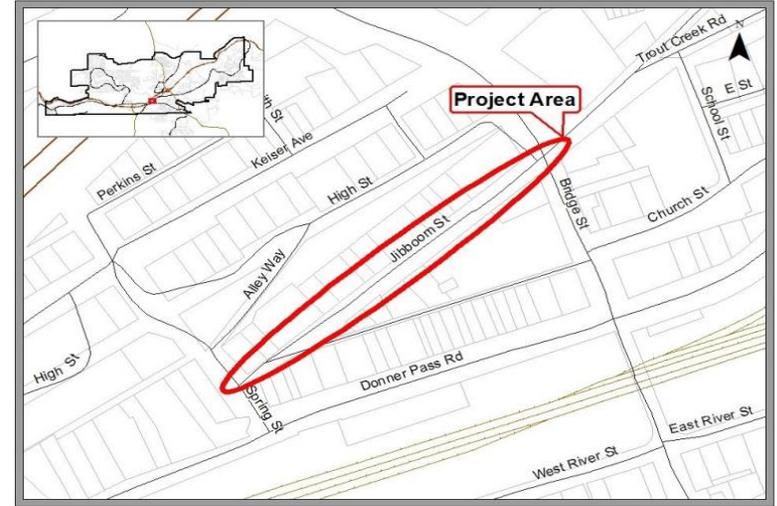
C1808

PROJECT CATEGORY: Streetscape Improvement Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 19/20 **ESTIMATED COMPLETION:** FY 21/22

PROJECT DESCRIPTION:
 Design and construction of streetscape improvements (curb, gutter, sidewalk, landscaping, utility undergrounding, parking improvements) on Jibboom Street between Spring Street and Bridge Street

REASON FOR OR BENEFITS OR PROJECT:
 Improving the roadway and streetscape connections in downtown.

OPERATIONAL COST IMPACTS
 Ongoing sidewalk and crossing maintenance expense once constructed. Current Council policy would require the formation of a Community Facilities Maintenance District to fund ongoing maintenance.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 3,000,000	\$ -	\$ -	\$ 3,400,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 3,000,000	\$ -	\$ -	\$ 3,400,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Planning & Design	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 3,000,000	\$ -	\$ -	\$ 3,200,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 3,000,000	\$ -	\$ -	\$ 3,400,000

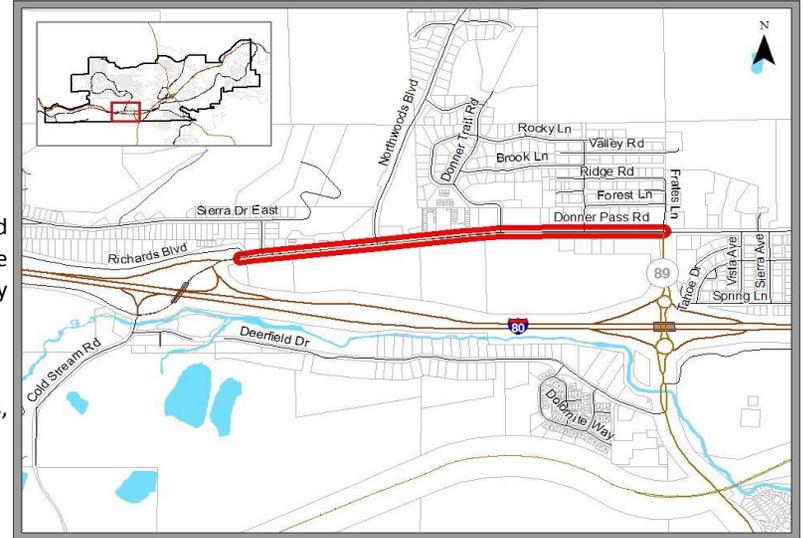
PROPOSED

PROJECT CATEGORY: Streetscape Improvement Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 16/17 **ESTIMATED COMPLETION:** FY 18/19

PROJECT DESCRIPTION:
 Construct new underground facilities along Donner Pass Road from Richards Boulevard to Frates Lane. Existing overhead utilities would be removed and relocated to the newly constructed underground facilities. Projects will also include drainage improvements to coordinate with Envision DPR Western Segment Pedestrian Improvements. Utility Reimbursements are expected from Suddenlink and AT&T.

REASON FOR OR BENEFITS OR PROJECT:
 Improved corridor aesthetics, improved utility system reliability, and fewer power pole conflicts for pedestrian facilities, landscaping and driveways.

OPERATIONAL COST IMPACTS
 Maintenance of utility infrastructure will be the responsibility of individual utility providers.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ 22,809	\$ 1,650,000	\$ 1,075,000	\$ 1,400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,497,809
Truckee Donner PUD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utility Reimbursement	\$ -	\$ -	\$ -	\$ 850,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 850,000
Measure V Sales Tax Fund	\$ -	\$ -	\$ -	\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 550,000
TOTAL:	\$ 22,809	\$ 1,650,000	\$ 1,075,000	\$ 2,800,000	\$ -	\$ 3,897,809				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years' Expenditures	\$ 22,809	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,809
Design	\$ -	\$ 100,000	\$ 275,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 275,000
Construction	\$ -	\$ 1,550,000	\$ 250,000	\$ 2,800,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,050,000
TDPUD Conduit Acquisition	\$ -	\$ -	\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 550,000
TOTAL:	\$ 22,809	\$ 1,650,000	\$ 1,075,000	\$ 2,800,000	\$ -	\$ 3,897,809				

PROPOSED

East River Street Railroad Property Improvement

C1816

PROJECT CATEGORY: Streetscape Improvement Projects

RESPONSIBLE DEPARTMENT: Public Works - Engineering

PROJECT BEGIN DATE: FY 17/18 **ESTIMATED COMPLETION:** FY 17/18

PROJECT DESCRIPTION:

Miscellaneous improvements to the Union Pacific Railroad property located on the north side of East River Street. A landscape easement is anticipated to be acquired from the Union Pacific Railroad.

REASON FOR OR BENEFITS OR PROJECT:

Town to improve the site aesthetics and manage uses on the site.

OPERATIONAL COST IMPACTS

Minor costs associated with monitoring and enforcement.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ -	\$ 20,000	\$ 38,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 38,250
TOTAL:	\$ -	\$ 20,000	\$ 38,250	\$ -	\$ 38,250					

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Construction	\$ -	\$ 20,000	\$ 38,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 38,250
TOTAL:	\$ -	\$ 20,000	\$ 38,250	\$ -	\$ 38,250					

PROPOSED

Donner Lake/Donner Pass Road Parking Improvement Feasibility Analysis

C1823

PROJECT CATEGORY: Streetscape Improvement Projects

RESPONSIBLE DEPARTMENT: Public Works - Engineering

PROJECT BEGIN DATE: FY 18/19 **ESTIMATED COMPLETION:** FY 18/19

PROJECT DESCRIPTION:

Prepare a parking demand analysis and parking improvement feasibility study for parking improvements along Donner Pass Road adjacent to the Tahoe Donner Beach Club Marina and Donner Memorial State Park. Improvements would potentially improve parking, circulation, and pedestrian and bicycle safety along the Donner Pass Road Corridor. Study would evaluate parking demand, several potential improvement alternatives, and parking management strategies.

REASON FOR OR BENEFITS OR PROJECT:

Currently parking occurs along Donner Pass Road adjacent to the Tahoe Donner Beach Club and Donner Memorial State Park. During busy summer days, the parking results in traffic congestion and inhibits flow of vehicles, pedestrians, and bicyclists. Project will evaluate potential solutions. Parking improvements would also provide direct benefit to the residents of the TSSA 1 service area (Tahoe Donner) and will be open to the general public.

OPERATIONAL COST IMPACTS

None identified at this time but additional costs may occur depending on improvement.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Tahoe Donner TSSA Fund	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
TOTAL:	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ 150,000				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Planning	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
TOTAL:	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ 150,000				

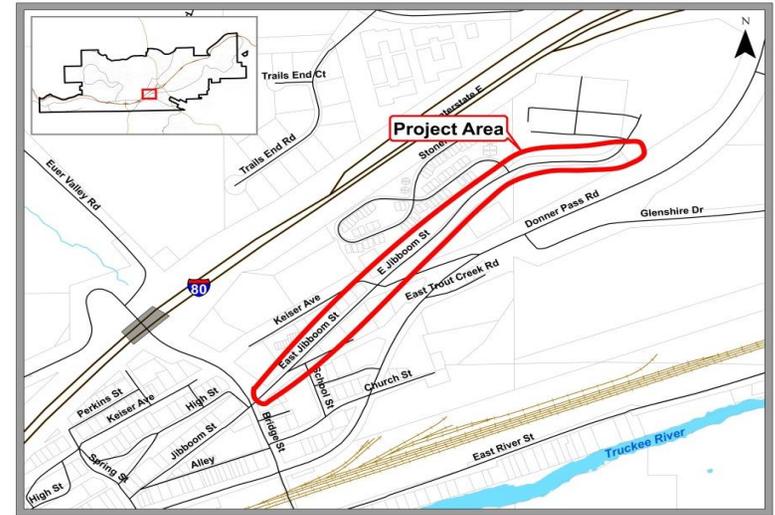
PROPOSED

PROJECT CATEGORY: Streetscape Improvement Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 18/19 **ESTIMATED COMPLETION:** FY 19/20

PROJECT DESCRIPTION:
 Prepare a study to evaluate potential pedestrian and bicycle improvements on Jibboom Street between Bridge Street and the Stoneridge Development, including several alternatives such as widening, the conversion to a one-way street, and improvements to the Keiser Avenue/Jibboom Street intersection. Improvements would potentially improve vehicle, pedestrian, and bicycle infrastructure and circulation.

REASON FOR OR BENEFITS OR PROJECT:
 With additional development proposed east of the Stoneridge Development (Coburn Crossing) and the associated extension of Jibboom Street to Donner Pass Road/Stockrest Springs, vehicle pedestrian, and bicycle activity is expected to increase along Jibboom Street east of Bridge Street. Project will evaluate potential improvements.

OPERATIONAL COST IMPACTS
 None identified at this time but additional costs may occur depending on improvement.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
TOTAL:	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Study Preparation	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
TOTAL:	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000

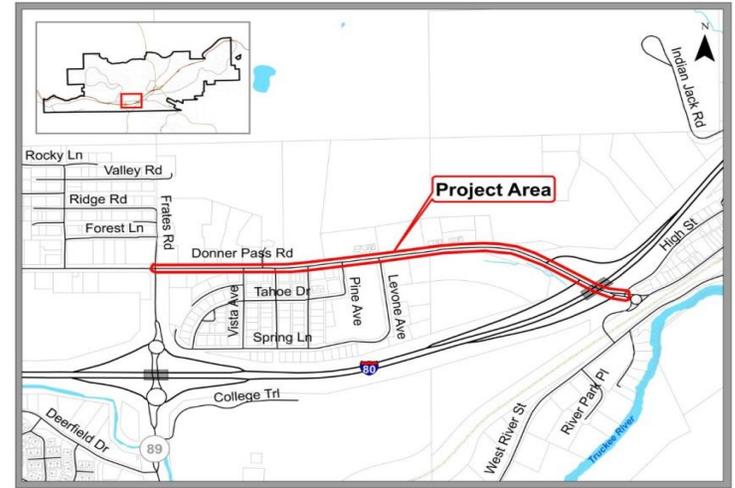
PROPOSED

PROJECT CATEGORY: Streetscape Improvement Projects
RESPONSIBLE DEPARTMENT: Public Works - Engineering
PROJECT BEGIN DATE: FY 20/21 **ESTIMATED COMPLETION:** FY 22/23

PROJECT DESCRIPTION:
 Construct sidewalk and pedestrian crossing improvements along Donner Pass Road between Frates Lane and the McIver Roundabout. Project will include drainage improvements and landscaping.

REASON FOR OR BENEFITS OR PROJECT:
 Provide consistent pedestrian facilities along Donner Pass Road.

OPERATIONAL COST IMPACTS
 Ongoing sidewalk and crossing maintenance expense once constructed. Current Council policy would require the formation of a Community Facilities Maintenance District to fund ongoing maintenance.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000	\$ -	\$ 4,500,000	\$ -	\$ 5,100,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000	\$ -	\$ 4,500,000	\$ -	\$ 5,100,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000	\$ -	\$ -	\$ -	\$ 600,000
Construction - Non-Utility	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,500,000	\$ -	\$ 4,500,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000	\$ -	\$ 4,500,000	\$ -	\$ 5,100,000

PROPOSED

Envision DPR - Eastern Segment Utility Undergrounding

C1905

PROJECT CATEGORY: Streetscape Improvement Projects

RESPONSIBLE DEPARTMENT: Public Works - Engineering

PROJECT BEGIN DATE: FY 19/20 **ESTIMATED COMPLETION:** FY 21/22

PROJECT DESCRIPTION:

Construct new underground facilities along Donner Pass Road from Frates Lane to the McIver Roundabout. Existing overhead utilities would be removed and relocated to the newly constructed underground facilities. Project will also include drainage improvements to coordinate with Eastern Segment Pedestrian Improvement Project. It is expected that AT&T and Suddenlink would contribute to

REASON FOR OR BENEFITS OR PROJECT:

Improved corridor aesthetics, improved utility system reliability, and fewer utility pole conflicts for pedestrian facilities, landscaping and driveways.

OPERATIONAL COST IMPACTS

Maintenance of utility infrastructure will be the responsibility of individual utility providers.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 3,000,000	\$ -	\$ -	\$ -	\$ 3,300,000
Utility Reimbursement		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200,000	\$ -	\$ -	\$ 1,200,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 3,000,000	\$ 1,200,000	\$ -	\$ -	\$ 4,500,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Design	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000	\$ 1,200,000	\$ -	\$ -	\$ 4,200,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 3,000,000	\$ 1,200,000	\$ -	\$ -	\$ 4,500,000

PROPOSED

PROJECT CATEGORY: Streetscape Improvement Projects

RESPONSIBLE DEPARTMENT: Public Works - Engineering

PROJECT BEGIN DATE: FY 20/21 **ESTIMATED COMPLETION:** FY 20/21

PROJECT DESCRIPTION:

Planning and design of streetscape improvements on Donner Pass Road between Frates Lane and the McIver roundabout. Public process only occurred on the western segment. This project would cover the public process for the Eastern segments.

REASON FOR OR BENEFITS OR PROJECT:

Safety and aesthetic improvements of Donner Pass Road corridor

OPERATIONAL COST IMPACTS

Ongoing sidewalk and crossing maintenance expense once constructed. Current Council policy would require the formation of a community facilities maintenance district to fund ongoing maintenance.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ 300,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ 300,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Design & Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ 300,000
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ 300,000

PROPOSED

PROJECT CATEGORY: Studies & Plan Updates

RESPONSIBLE DEPARTMENT: Community Development - Planning

PROJECT BEGIN DATE: FY 16/17 **ESTIMATED COMPLETION:** FY 18/19

PROJECT DESCRIPTION:

Rezoning to accommodate the 4th cycle Housing Element Regional Housing Needs Allocation (RHNA) as part of the 2014-2019 Housing Element implementation and update to the General Plan Housing Element concurrent with the 2018 General Plan Update.

REASON FOR OR BENEFITS OR PROJECT:

The Town has a shortfall of sites to accommodate its 4th cycle RHNA. To address this shortfall and further affordable housing opportunities, rezoning or properties is required by Housing Element Program H-1.1.1. Updating the Housing Element every five years is required to comply with State law and will help the Town to avoid litigation and remain eligible for State grant funds. The Housing Element was last adopted in February 2015.

OPERATIONAL COST IMPACTS

None are anticipated as the majority of the work on this project will be completed by existing Planning staff. The original FY 18/19 budget was reduced to reflect the reduced anticipated need for consultants.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ 24,505	\$ 9,662	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,505
TOTAL:	\$ 24,505	\$ 9,662	\$ -	\$ 10,000	\$ -	\$ 34,505				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years' Expenditures	\$ 24,505	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,505
Planning & Design	\$ -	\$ 9,662	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
TOTAL:	\$ 24,505	\$ 9,662	\$ -	\$ 10,000	\$ -	\$ 34,505				

PROPOSED

Riverview Corp Yard Facilities Plans

C1511

PROJECT CATEGORY: Studies & Plan Updates

RESPONSIBLE DEPARTMENT: Community Development - Planning

PROJECT BEGIN DATE: FY 16/17 **ESTIMATED COMPLETION:** FY 18/19

PROJECT DESCRIPTION:

Prepare a plan for the future use of the Riverview Corp Yard (former Town Corp Yard). Town staff to prepare the majority of the plans with specialized consultant support for components such as the Riverview site appraisal. The Riverview site appraisal was initiated in FY 17/18 with additional planning anticipated in FY 18/19. Final plans may result in additional costs. Plan may also include analysis of adjacent Truckee River Regional Park and Airport District lands to inform consideration of collaborative land use opportunities.

REASON FOR OR BENEFITS OR PROJECT:

With the construction and expansion of the Public Service Center, opportunities exist for the future use of the Riverview Corp Yard. Through site and needs analysis, public outreach, and additional research, a plan will be prepared identifying potential future uses for the site. Among others, such uses could include use by Town, a community use, or a lease or similar agreement with a third party, such as the Recreation and Parks District.

OPERATIONAL COST IMPACTS

Determined through the development of the plans.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ -	\$ 15,000	\$ 6,000	\$ 24,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000
TOTAL:	\$ -	\$ 15,000	\$ 6,000	\$ 24,000	\$ -	\$ 30,000				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Study Development	\$ -	\$ 15,000	\$ 6,000	\$ 24,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000
TOTAL:	\$ -	\$ 15,000	\$ 6,000	\$ 24,000	\$ -	\$ 30,000				

PROPOSED

PROJECT CATEGORY: Studies & Plan Updates

RESPONSIBLE DEPARTMENT: Public Works - Roads & Snow

PROJECT BEGIN DATE: FY 15/16 **ESTIMATED COMPLETION:** FY 18/19

PROJECT DESCRIPTION:

Cost includes assessment of the Town's GIS data, data management and implementation of GIS assessment recommendations. Also includes additional hardware and software upgrades, training, implementation and consulting.

REASON FOR OR BENEFITS OR PROJECT:

Organize and improve GIS database to maximize use of GIS data, improving efficiencies in all departments and deliver a quality GIS based product to the public.

OPERATIONAL COST IMPACTS

Increased productivity and service enhancements by using GIS data for operational purposes. There are increased yearly maintenance costs associated with additional software as well as additional staffing requirements to run the software.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ 114,204	\$ 30,000	\$ 35,000	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 209,204
TOTAL:	\$ 114,204	\$ 30,000	\$ 35,000	\$ 60,000	\$ -	\$ 209,204				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Prior Years Expenses	\$ 114,204	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 114,204
Hardware/Software	\$ -	\$ 10,000	\$ 20,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Training/Implementation	\$ -	\$ 10,000	\$ 1,000	\$ 6,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,000
Consulting/GIS Assessment	\$ -	\$ 10,000	\$ 14,000	\$ 24,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 38,000
TOTAL:	\$ 114,204	\$ 30,000	\$ 35,000	\$ 60,000	\$ -	\$ 209,204				

PROPOSED

Business License Feasibility Study

C1709

PROJECT CATEGORY: Studies & Plan Updates

RESPONSIBLE DEPARTMENT: Community Development - Planning

PROJECT BEGIN DATE: FY 16/17 **ESTIMATED COMPLETION:** FY 18/19

PROJECT DESCRIPTION:

Pursuit of this project is longer proposed. The work completed in FY 17/18 led to the conclusion that further study of business licenses is no longer a Town priority.

REASON FOR OR BENEFITS OR PROJECT:

The study was designed to provide a list of the pros and cons of a business license program and gauge public support for the implementation of such a program for the Town of Truckee. Work in FY 17/18 concluded that it is not in the best interest of the Town to pursue business licenses at this time.

OPERATIONAL COST IMPACTS

None.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ -	\$ 15,000	\$ 17,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,750
TOTAL:	\$ -	\$ 15,000	\$ 17,750	\$ -	\$ 17,750					

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Consultant Costs	\$ -	\$ 15,000	\$ 17,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,750
TOTAL:	\$ -	\$ 15,000	\$ 17,750	\$ -	\$ 17,750					

PROPOSED

Library Management Feasibility Study

C1813

PROJECT CATEGORY: Studies & Plan Updates

RESPONSIBLE DEPARTMENT: Economic Development

PROJECT BEGIN DATE: FY 17/18 **ESTIMATED COMPLETION:** FY 17/18

PROJECT DESCRIPTION:

Complete a feasibility study to determine the financial and operational feasibility of the Town taking over management of the Truckee library, which is currently operated by Nevada County.

REASON FOR OR BENEFITS OR PROJECT:

This study is in response to Nevada County's request for the Town to consider taking over library management. The Council has expressed a willingness to consider this change, contingent upon a funding source and a determination that the Town management of the library would improve library services.

OPERATIONAL COST IMPACTS

Operation impacts will be determined based on the outcome of the feasibility study.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ -	\$ 28,600	\$ 28,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,600
TOTAL:	\$ -	\$ 28,600	\$ 28,600	\$ -	\$ 28,600					

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Study	\$ -	\$ 28,600	\$ 28,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,600
TOTAL:	\$ -	\$ 28,600	\$ 28,600	\$ -	\$ 28,600					

PROPOSED

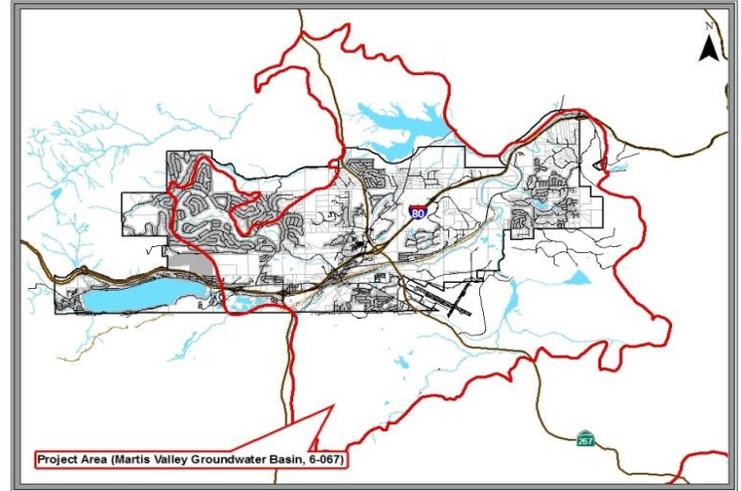
PROJECT CATEGORY: Studies & Plan Updates
RESPONSIBLE DEPARTMENT: Town Manager
PROJECT BEGIN DATE: FY 17/18 **ESTIMATED COMPLETION:** FY 18/19

PROJECT DESCRIPTION:
 Participation in a collaborative working group formed to pursue submission of an alternative groundwater management plan for the Martis Valley Groundwater Basin to comply with the 2014 Sustainable Groundwater Management Act (SGMA).

REASON FOR OR BENEFITS OR PROJECT:
 Achieving compliance with the SGMA.

OPERATIONAL COST IMPACTS

The FY 17/18 operating budget included \$5,000 of funding for this project.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ -	\$ -	\$ 10,000	\$ 25,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 185,000
TOTAL:	\$ -	\$ -	\$ 10,000	\$ 25,000	\$ 30,000	\$ 185,000				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Contributions	\$ -	\$ -	\$ 10,000	\$ 25,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 185,000
TOTAL:	\$ -	\$ -	\$ 10,000	\$ 25,000	\$ 30,000	\$ 185,000				

PROPOSED

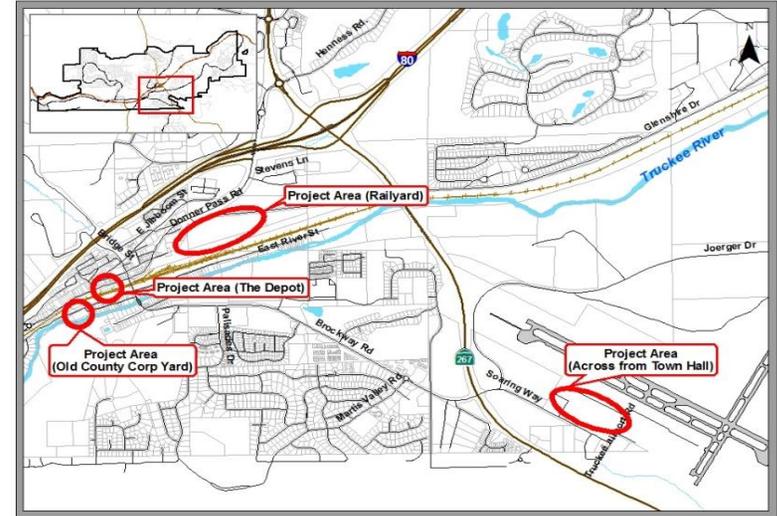
PROJECT CATEGORY: Studies & Plan Updates
RESPONSIBLE DEPARTMENT: Public Works - Transit
PROJECT BEGIN DATE: FY 18/19 **ESTIMATED COMPLETION:** FY 18/19

PROJECT DESCRIPTION:

This project will determine the preferred site for the relocation of existing multimodal transit center currently located at the Train Depot in historic Downtown Truckee. The existing center is beyond capacity and cannot support future growth in transit services. Town staff has identified three potential sites, the Railyard Project site, the old Nevada County Corp Yard on West River Street, and the undeveloped land across from Town hall. The current location will also be explored. The Town has entered into an MOU with the Neighbourhood Partners, LLC who are seeking federal grant funding to develop potential affordable housing. Grant funding could potentially contribute up to \$1,000,000 to this project. The Town is seeking SB 1 Competitive Grant funding and if awarded, the grant funding would be awarded in place of General Fund funding.

REASON FOR OR BENEFITS OR PROJECT:

Relocation or expansion of the transit center will support implementation elements of the long-range transit plan and support expansion of local and regional transit services which could result in reduced green house gas emissions and improved quality of life.



OPERATIONAL COST IMPACTS

None.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SB1 Grant	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
TOTAL:	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Feasibility Study	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
TOTAL:	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000				

PROPOSED

PROJECT CATEGORY: Studies & Plan Updates

RESPONSIBLE DEPARTMENT: Community Development - Planning

PROJECT BEGIN DATE: FY 17/18 **ESTIMATED COMPLETION:** FY 20/21

PROJECT DESCRIPTION:

Update of the 2025 General Plan to the 2040 General Plan, including robust community engagement to address new General Plan requirements and emerging community trends. Also includes concurrent updates or integration of the outdated 1996 Downtown Specific Plan (DTSP) or elimination of the DTSP, C2103 and integration into the General Plan. Includes climate action planning work previously covered under C1510.

Professional services will be utilized for project management in the form of a contract planner, environmental review, technical work and plan preparation. Major portions of the update include an Environmental Impact Report (EIR); marketing, social media and public engagement; project management; and plan preparation.

REASON FOR OR BENEFITS OR PROJECT:

The current general plan was adopted in 2006. A plan update with a 2040 planning horizon ensures that the Town's land-use development and conservation goals, policies and actions continue to accurately reflect community values. The 2040 General Plan Update will address new State-mandated General Plan requirements, new climate change and housing laws, arts and culture, community engagement, climate adaptation and resilience, and new traffic thresholds, among other aspects. There are cost and time savings associated with concurrently updating the General Plan, the Downtown Specific Plan, and the Climate Action Plan (CAP) concurrently. The technical work required for the update of the CAP is similar to the work needed to update the General Plan and many of the anticipated policies will overlap.

OPERATIONAL COST IMPACTS

Work on this project is expected to absorb 25% of the Community Development Director's time, 25% of the Planning Managers time, 20% of the Administrative Analyst II's time, 20% of the Associate Planner's time, 10% of the Assistant Planner's time, and 10% of the Administrative Technician's time. The Town was awarded a grant in the amount of \$150,000 to support/develop climate adaptation strategies to be included in GP Update.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
General Fund	\$ -	\$ 15,000	\$ 150,000	\$ 550,000	\$ 400,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 1,150,000
SB1 Grant	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
TOTAL:	\$ -	\$ 15,000	\$ 150,000	\$ 625,000	\$ 475,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 1,300,000

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Planning & Design	\$ -	\$ 15,000	\$ 150,000	\$ 550,000	\$ 400,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 1,150,000
Climate Action Planning (Grant)	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
TOTAL:	\$ -	\$ 15,000	\$ 150,000	\$ 625,000	\$ 475,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 1,300,000

PROPOSED

PROJECT CATEGORY: Studies & Plan Updates

RESPONSIBLE DEPARTMENT: Public Safety - Parking

PROJECT BEGIN DATE: FY 18/19 **ESTIMATED COMPLETION:** FY 18/19

PROJECT DESCRIPTION:

Provides for a consultant to conduct an analysis of the strengths, weaknesses, opportunities and threats for the parking district. This study will help the Parking District strategically plan to better accommodate current needs and the needs associated with expected growth. This study will also help the Town determine ideal spots to expand the parking district.

REASON FOR OR BENEFITS OR PROJECT:

The parking needs for the Town continue to expand. This study will help the Town determine how to expand the Parking District in the most efficient manor.

OPERATIONAL COST IMPACTS

Operational impacts will be determined based on the outcome of the strategic plan.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Parking Fund	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000
TOTAL:	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ 75,000				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 16/17	FY 17/18 AMENDED BUDGET	FY 17/18 ESTIMATED ACTUAL	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	ESTIMATED AFTER FY 22/23	TOTAL
Plan Study	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000
TOTAL:	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ 75,000				

PROPOSED

This page has been left blank intentionally.

PROPOSED

APPENDIX A – ACRONYM LIST

- A -

A4AA – Area 4 Agency on Aging
ADA – American’s with Disabilities Act
AHSC – Affordable Housing and Sustainable Communities
AICP – American Institute of Certified Planners
AIIM – Association for Information and Image Management
APA – American Planning Association
APWA – American Public Works Association
ATP – Active Transportation Program
ATSSA – American Traffic Safety Services Association
AVL – Automatic Vehicle Location

- B -

BEST – Balanced Employee Safety Team

- C -

CA – California
Cal OES – California Governor’s Office of Emergency Services
Cal ACT – California Association for Coordinated Transportation
Cal BO – California Building Officials
CalPERS – California Public Employee’s Retirement System
Cal TIP – California Transit Indemnity Pool
CAP – Climate Action Plan
CASQA – California Storm Water Quality Association
CBOAC – County Building Officials Association of California
CCAC – Clerks’ Association of California
CDBG – Community Development Block Grant
CDBW – California Department of Boating Waterways
CDD – Community Development Department
CEQA – California Environmental Quality Act
CIP – Capital Improvement Project
CMS – Content Management System
COLA – Cost of Living Adjustment
COPS – Citizens Option for Public Safety
CPI – Consumer Price Index
CRRRA – California Resource Recovery Association
CSMFO – California Society of Municipal Finance Officers
CTSA – Consolidated Transportation Services Agency

- D -

DAR – Dial-A-Ride
DCD – Director of Community Development
DMV – Department of Motor Vehicles (California)
DOF – Department of Finance (California)

PROPOSED

APPENDIX A – ACRONYM LIST

- D – (continued)

DOJ – Department of Justice (California)
DOT – Department of Transportation (California)
DPR – Donner Pass Road
DTSP – Downtown Specific Plan

- E -

EAP – Employee Assistance Program
EDBG – Economic Development Grant
EIP – Environmental Impact Report
EIS – Executive Information Services
ERL – Eastern Regional Landfill
EV – Electric Vehicle

- F -

FICA – Federal Insurance Contributions Act
FPPC – Fair Political Practices Commission
FTA – Federal Transit Administration
FTE – Full-Time Equivalent
FTHB – First Time Home Buyer Loans
FY – Fiscal Year

- G -

GASB - Governmental Accounting Standards Board
GF – General Fund
GFOA – Governmental Finance Officers Association
GIS – Geographic Information Systems

- H -

HHW – Household Hazardous Waste
HPAC – Historic Preservation Advisory Commission
HSIP – Highway Safety Improvement Program
HSTT – Humane Society of Truckee-Tahoe

- I -

IAPMO – International Association of Plumbing and Mechanical Officials
ID – Identification
IIMC – International Institute of Municipal Clerks
IMSA – International Municipal Signal Association
IT – Information Technology
IVES – Integrity Value Expertise/Experience Support

APPENDIX A – ACRONYM LIST

- L -

LAFCO – Local Agency Formation Commission
LAIF – Local Agency Investment Fund
LCC – League of California Cities

- M -

MCD – Multiple Car Discount
MOU – Memorandum of Understanding
MS4 – Municipal Separate Storm Sewer System
MVL – Motor Vehicle License

- N -

NBPC – Non-Base Pay Compensation
NCSO – Nevada County Sheriff's Office
NCTC – Nevada County Transportation Commission
NPDES – National Pollutant Discharge Elimination System
NTLE – North Lake Tahoe Express
NTTT – North Tahoe Truckee Transport
NVC / NV CO – Nevada County

- O -

OES – Office of Emergency Services
OMS – Operating Management System
OSHA – Occupation Safety and Health Administration

- P -

PARSAC – Public Agency Risk Sharing Authority of California
PD – Police Department
PEG – Public Education and Government Access
PIOO – Public Information Officer's Organization
PMP – Pavement Management Program
POST – Police Officer Standard Training
Prop – Proposition
PS&E – Plans, Specifications and Estimates
PTMISEA – Public Transportation Modernization, Improvement and Service Enhancement Account
PUD – Public Utility District
PWD/TE – Public Works Director/Town Engineer

- R -

R & T – Revenue and Taxation
RA – Redevelopment Agency
RAB – Roundabout
RDA – Redevelopment Successor Agency

APPENDIX A – ACRONYM LIST

- R -

Rec – Recreation

RHNA – Regional Housing Needs Allocation

RHS – Retirement Health Savings

RMS/CAD – Records Management System/Computer Aided Dispatch Replacement

ROPS – Recognized Obligation Payment Schedule

RPTTF – Redevelopment Property Tax Trust Fund

RSTP – Regional Safety and Transportation Program

- S -

SAFETEA-LU – Safe, Accountable, Flexible Efficient Transportation Equity Act: A Legacy for Users

SAN – Storage Attached Networks

SGMA – Sustainable Groundwater Management Act

SHOPP – State Highway Operation and Protection Program

SRO – School Resource Officer

SSL – Secure Socket Layer

STA – State Transit Assistance

STIP/TIP – State Transportation Improvement Program

SWMP – Storm Water Management Program

- T -

TART – Tahoe-Truckee Area Regional Transit

TBID – Truckee Tourism Business Improvements District

TDA – Transportation Development Act

TIGER – Transportation Investment Generating Economic Recovery

TNT/TMA – Truckee/North Tahoe Transportation Management Association

TOT – Transient Occupancy Tax

TPD – Truckee Police Department

TSSA – Town Special Service Area

TTAD – Truckee-Tahoe Airport District

TTEA – Tahoe-Truckee Engineers Association

TTSD – Truckee-Tahoe Sierra Disposal

TTUSD – Truckee-Tahoe Unifies School District

TV – Television

- U -

UPRR – Union Pacific Railroad

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